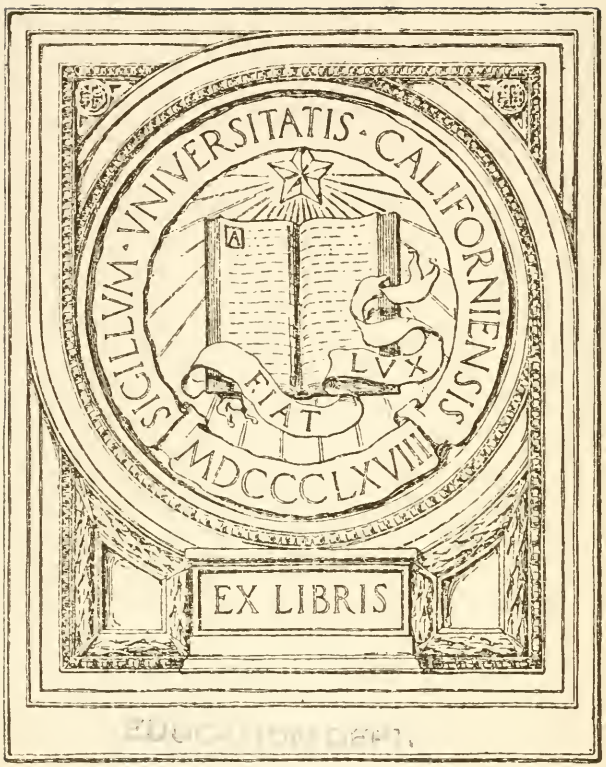
UC-NRLF
$B 307 126

WORDS

from

Spelling
Pronunciation
Definition
Application


SIGILLVM · VNIVERSITATIS · CALIFORNIENSIS
FIAT LVX
MDCCCLXVIII
EX LIBRIS

892
S713

E. A. Glover.

Digitized by the Internet Archive
in 2008 with funding from
Microsoft Corporation

http://www.archive.org/details/wordstheirspelli00ruperich

WORDS

their

Spelling . Pronunciation . Definition and Application

Compiled by
Rupert P. SoRelle

and
Charles W. Kitt

(Thoroughly revised and enlarged by Rupert P. SoRelle, 1911)

The Gregg Publishing Company
New York Chicago

Copyright, 1903, By JOHN R. GREGG

Copyright, 1911,
By
THE GREGG PUBLISHING COMPANY

PREFACE

POOR spelling has been justly termed the reproach of American schools, and the attention that spelling is now receiving from schools of all grades, including colleges and universities, shows the importance that is attached to this subject.

"WORDS" is the outgrowth of an urgent need of a speller adapted to the requirements of commercial schools, where much has to be thoroughly accomplished in a brief period of time. These lists have been greatly enlarged in the revised edition by the addition of six chapters.

"WORDS" was prepared by two teachers of long experience in commercial school lines, the lists of words having been drawn largely from experience in correcting transcripts of students.

Thoughtful educators are agreed that sight has quite as much, if not more, to do with learning spelling than anything else, and that, therefore, the great advantage of this fact should be utilized in teaching. Another, and fully as important a consideration, is teaching the words in sentences. These two fundamental principles underlie the plan of "WORDS." They have been strengthened by a logical mechanical arrangement and the utilization of every psychological aid possible to secure the best results with the least effort.

"WORDS" possesses many distinctive advantages over other spelling texts. The following features embody important improvements which will, we are sure, appeal with special force to every discriminating and progressive teacher:

1. It presents the words in the first column as commonly seen in print, without diacritical marks or division in syllables, thus giving a correct *first impression* of the word.

2. The word is marked diacritically in the second column, in accordance with the method used in Webster's International Dictionary, and divided properly into *syllables* for the purpose of affording the student a thorough drill in pronunciation and syllabication.

3. A clear, concise definition of the word is given in the third column.

4. On the opposite page sentences are given illustrating the practical application of the words. These sentences, for the most part, are quotations from well-known authors, and were selected for a double purpose—to give a clear idea of the correct use of the words, and for their educational value. The sentences should be used as dictation exercises.

5. The arrangement of the book makes it possible to cover a comprehensive list of words, which have been selected because of their frequency and their liability to be misspelled.

54 1960
3

6. Original work is given on each lesson. At the end of each lesson, words are given to be looked up in the dictionary. This plan, together with the application of the words in sentences, relieves the study of much of its dryness and maintains the interest of the student. In addition to this, it induces the student to consult the dictionary frequently, a habit, when formed, that will lead ultimately to a thorough knowledge of words.

7. The work is planned to cover a three, six or nine months' course, depending on the manner in which it is handled, thus making it peculiarly adapted to the work of business schools and high schools with commercial courses.

8. The arrangement by weeks is another feature that will appeal to the teacher. Four days of the week are devoted to regular exercises, and on the fifth, a review and general exercise is given.

9. The lessons on "Words Often Mispronounced," "Plurals and Possessives," "Words of Opposite Meaning," and the technical word lists added to this edition, will, it is believed, be greatly appreciated by the friends of "Words."

Webster's International Dictionary has been selected as authority for pronunciation, and, for the sake of uniformity, the words have been marked diacritically in accordance with the International's method.

Many of the sentences selected to illustrate the use of words have been taken from the Standard Dictionary; acknowledgment must also be made to "Synonyms Discriminated," by Charles John Smith, for valuable aid in making discriminations in the use of synonyms.

THE AUTHORS.

NEW YORK, June, 1911.

GUIDE TO PRONUNCIATION

ā, as in āte, māde

a̋, as in pref′-a̋ce

â, as in âir, câre

ă, as in făt, ăm

ä, as in fär, ärt, pälm

å, as in åsk, dånce

a, as in fi′-n*a*l

a̤, as in a̤ll, ta̤lk

ạ, as in whạt, wạs

ē, as in ēve, dē′-it-y

e̋, as in e̋-vĕnt,′ se̋-rene′

ĕ, as in ĕnd, lĕt

ẽ, as in hẽr, fẽrn

e, as in re′-c*e*nt, de′-c*e*n-cy

ī, as in īce, bīnd

i̋, as in i̋-de′-a, bi̋-ol′-o-gy

ĭ, as in ĭll, pĭt′-y

ō, as in nōte, ō′ver

ő, as in ő-bey′, prő-pose′

ô, as in ôrb, ab-hôr′

ŏ, as in nŏt, ŏc-cur′

ọ, as in wọm′-an

ū, as in ūse, hū′-man

ű, as in ű-nite,′ hű-mane′

ṳ, as in rṳde, rṳ′mor

u̥, as in pu̥t, pu̥sh

ŭ, as in ŭp, cŭp

û, as in ûrn, bûrn

ȳ, as in pit′-ȳ, in′-ju-rȳ

o͞o, as in fo͞od, fo͞ol

o͝o, as in fo͝ot, go͝od

ou, as in out, thou

oi, as in oil, rejoice′

′ indicates voice glide as in pardon (pard′n), evil (ē′v′l)

NOTE.—For markings not given in this table, see Webster's International Dictionary.

RULES FOR SPELLING

RULE I. Monosyllables, and words accented on the last syllable, ending in a single consonant preceded by a single vowel, double the final consonant before an affix beginning with a vowel. Examples: recur, recurrent; forget, forgetting; hot, hottest; beg, beggar; blot, blotting.

Exception. When the original accent is thrown back, the final consonant is not doubled. Refer', ref'erence; prefer', pref'erence.

Where Rule I does not apply, the final consonant is not doubled. Examples: offer, offering; appear, appearance.

RULE II. Final *y*, preceded by a consonant, is changed to *i* before an affix. Examples: busy, busily, business; pity, pitiful, pitied; spy, spied, spies.

Exceptions. 1. After *t* the *y* is changed into *e* before *ous*. Examples: plenteous; beauteous.

2. Before *ing* or *ish* the *y* is retained to avoid the doubling of *i*. Examples: pitying, spying, babyish.

3. In the possessive singular of nouns *y* is never changed. Examples: fly's, spy's.

4. *Y* is not changed in derivatives of sky, spry, shy, sly, wry, dry; except drier, driest, which conform to Rule II. Final *y* preceded by a vowel is not changed to *i* before an affix. Examples: buy, buyer; destroy, destroyer; pay, payment.

RULE III. Words ending in silent *e* drop *e* on taking an affix beginning with a vowel. Examples: sale, salable; sole, soling; love, loving; force, forcible.

Exceptions. 1. Words ending in *ce* or *ge* retain the *e* before *able* or *ous*, in order to keep the soft sound of the *c* or *g*. Examples: trace, traceable; courage, courageous.

2. Shoeing, mileage, toeing, hoeing; in singeing and dyeing the *e* is retained to distinguish the words from singing and dying.

3. Words ending in *ie* drop *e* and change *i* to *y* on adding *ing*. Examples: die, dying; lie, lying.

4. The *e* is retained on taking an affix beginning with a consonant. Examples: state, statement; ripe, ripeness; apprentice, apprenticeship.

Exceptions. Duly, truly, wholly, awful, argument, abridgment, acknowledgment, judgment, etc.

CHAPTER I

AND therefore, first of all, I tell you earnestly and authoritatively (I know I am right in this), that you must get into the habit of looking intensely at words, and assuring yourself of their meaning, syllable by syllable—nay, letter by letter. The study of books is called literature, and a man versed in it is called, by the consent of nations, a man of letters, instead of a man of books or of words. You might read all the books in the British Museum (if you could live long enough), and remain an utterly "illiterate," uneducated person; but if you read ten pages of a good book, letter by letter, that is to say, with real accuracy, you are for evermore in some measure an educated person.—*Ruskin.*

FIRST LESSON—Short Words Commonly Misspelled

much	mŭch	Great in quantity; in a great degree.
sure	shu̇r	Certain; stable; infallible.
very	vĕr′-y̆	In a high degree; real; actual; true; same.
busy	bĭz′-ĭ	Employed; constantly active.
almost	a̤l′-mōst	Very nearly; closely approaching.
there	thâr	In or at that place; to that place; at that condition of affairs.
their	thâr	The possessive case of the personal pronoun *they.*
each	ēch	Every one of a number.
agree	ȧ-grē′	To come to an understanding; assent.
urge	ûrj	To press forcibly in any direction.
which	hwĭch	What individual person or thing of a certain number or class.
again	ȧ-gĕn′	Another time; once more.
whose	hōōz	The possessive case of *who;* often of *which.*
value	văl′-ū	Worth; excellence; utility; importance.
dollar	dŏl′-lẽr	The U. S. unit of reckoning money; 100 cents.
bargain	bär′-gĭn	An agreement or stipulation; an advantageous purchase.
bushel	bu̇sh′-ĕl	A measure of capacity; four pecks.
gallon	găl′-lŭn	Four quarts.
barrel	băr′-rĕl	An approximately cylindrical vessel made of wooden staves, held together by hoops.
please	plēz	To gratify; to give or afford pleasure.
weigh	wā	To find the weight of; to ponder with a view to forming a judgment.
once	wŭns	One time only; without repetition.
here	hēr	In the place where the speaker is.
hear	hēr	To perceive by the sense of hearing.
potato	po̤-tā′-to̤	A well known plant, tubers of which are eaten.

Words to be applied in sentences: *cheese, across, friend, eager*

THE WORDS APPLIED

1 "Knowledge and timber shouldn't be *much* used until they are seasoned."
2 "The testimony of the Lord is *sure*."
3 "Deeds of justice and charity are the *very* first fruits of repentance."
4 "Their *busy* life is like a river."
5 "In 1787 many of the best men of the country, such as Washington, Franklin and Hamilton, had *almost* begun to despair of the new Confederation."
6 "The darkness *there* might well seem twilight here."
7 It is *their* privilege to reject the offer.
8 "To worship right is to love *each* other."
9 "Always think twice when saints and sinners, honest men and editors, *agree* in a eulogy."
10 "I never *urge* a man to speak if he has ever so little mind to hold his tongue quiet."
11 The relative pronouns are who, *which*, that, and what. Who is applied to persons. *Which* was formerly applied to persons as well as things; now applied to animals and things without life.
12 "The light of smiles shall feel *again*
The lids that overflow with tears."
13 We will leave the decision of that question to those *whose* minds are better able to cope with it.
14 "*Value* is made up of three essential notions or elements: (1) of the will, (2) effort or labor required in procuring or producing the article valued. (3) ownership or appropriation."
15 A silver *dollar* weighs 412.5 grains, of which 41.25 are alloy.
16 "Next to the pleasure of buying a *bargain* for one's self is the pleasure of persuading a friend to buy it."
17 The weight of a *bushel* of various commodities is different in different states.
18 The United States uses the Winchester *gallon*, or wine *gallon*, of 231 cubic inches, as a standard.
19 A standard *barrel*, as one containing potatoes, apples, etc., is about 31 inches high.
20 "For we that live to *please*, must *please* to live."
21 "Every man feels instinctively that all the beautiful sentiments in the world *weigh* less than a single lovely action."
22 "No star is ever lost we *once* have seen,
We always may be what we might have been."
23 "He is not *here*, for he is risen."
24 "My son, *hear* the instruction of thy father."
25 "History dates the introduction of the *potato* into the British Isles at about 1586."

SECOND LESSON—Short Words Commonly Misspelled

enough	ē-nŭf′	Adequate for the demand or need; plenty.
learn	lĕrn	To gain knowledge of by study; investigation; observation; inquiry.
teach	tēch	To give instruction to; train; counsel.
seeing	sē′-ĭng	Taking into consideration; to perceive by the eye.
height	hīt	Distance above some natural or assumed base.
breadth	brĕdth	Measure or distance from side to side; freedom from narrowness of view.
notice	nō′-tĭs	To take note of by the senses or the intellect; to make observations or comments upon.
such	sŭch	Of that kind; being the same as has been mentioned or indicated.
nostril	nŏs′-trĭl	One of the anterior openings in the nose.
forehead	fŏr′-ĕd	The upper part of the face; brazen assumption.
muscle	mŭs′′l	An organ composed of contractile fibers.
truly	trṵ′-lў	In conformity with fact or reality; with accuracy or nice precision; with loyal honesty.
heavy	hĕv′-ў	Hard to lift or carry; burdensome; grievous.
always	a̤l′-wa̤z	Throughout all time; perpetually; ceaselessly.
piece	pēs	To combine or reunite; a loose or separate part.
eight	āt	The sum of seven and one.
rolled	rōl′d	Past tense of *roll*.
where	whâr	At or in what place, relation or station.
model	mŏd′-ĕl	To mold or shape; worthy to be imitated.
shriek	shrēk	A sharp, shrill outcry, usually involuntary.
sneeze	snēz	The convulsive motion and explosive sound attendant on the ejection of air through the nose and mouth in sneezing.
neither	nē′-thĕr / nī′-thĕr	Not either; neither the one nor the other.
either	ē′-thĕr / ī′-thĕr	One or the other of two; each of two; one and the other separately.
ready	rĕd′-ў	In a state of preparedness for any given purpose or occasion; willing; prompt.
scythe	sīth	A long curved blade for mowing, reaping, etc.

Words to be applied in sentences: *scissors, sieve, until, pledge*

THE WORDS APPLIED

1 "A bullet or two, a button, a brass plate from a soldier's belt, served well *enough* for mementos of my visit."

2 *Learn* was used in the sense of teach by Shakespeare; as, "And learn me how to lose a winning match."

3 Plato returned to Athens and began to *teach*. Like his master, he taught without money and without price.

4 "Why do we fear death, *seeing* it is but gain to die?"

5 The *height* of the atmosphere is generally supposed to be forty-five or fifty miles.

6 "The historian should be a gentleman, and possess a moral *breadth* of temperament."

7 "Carlyle's various essays have been greatly *noticed* and admired."
"I shall not *notice* his attack."

8 "Experience enables us to see that *such* and *such* results are likely to flow from *such* and *such* combinations of circumstances."
"*Such* is essentially a term of comparison, and to complete its force that with which comparison is made requires to be expressed, implied, or understood."

9 The *nostrils* give passage to the air breathed.

10 "The villain, whose life they had preserved, had the heart and the *forehead* to appear as the principal witness against them."

11 There are about four hundred *muscles* in the human body.

12 "No work *truly* done, no word earnestly spoken, no sacrifice freely made, was ever made in vain."

13 The human brain is *heavier* than that of any of the lower animals except the elephant and the whale.

14 "The English-speaking race has *always* stood first among the races for Peace, Liberty, Justice, and Law."

15 "We see the world *piece* by *piece*, as the sun, the moon, the animal, the tree."

16 "She wrote verses at the age of *eight*."

17 The food was *rolled* up in preparation for cooking.

18 "*Where* two or three are gathered together, there am I in the midst of them."

19 "Statues in gold bronze could not have been *modeled* and cast in Rome in 608."

20 "She *shrieked* his name to the dark woods."

21 The peasants in Sweden take off their hats as you pass; you *sneeze*, and they say "God bless you!"

22 "When a man works only for himself he gets *neither* rest here nor reward hereafter."

23 "'Take *either* side of the river' means that one or the other of the two sides may be taken."

24 "My oxen and my fatlings are killed, and all things are *ready;* come unto the marriage."

25 The *scythe* has been superseded by labor-saving machinery.

THIRD LESSON—Short Words Commonly Misspelled

forth	fōrth	Forward; in place or order; out of.
chief	chēf	The principal; the first; the most important.
busily	bĭz′-ĭ-lў	Industriously.
grief	grēf	Pain of mind; sorrow; sadness.
abound	ȧ-bound′	To possess in great quantity; to be in great quantity.
coming	kŭm′-ing	The act of approaching; arrival; advent.
image	ĭm′-ȧ̇j	A likeness; the appearance or resemblance of a person or thing.
pierce	pērs	To penetrate; to force a way into.
limit	lĭm′-ĭt	That which limits, bounds or circumscribes; the fullest extent.
ninety	nīn′-tў	Nine times ten.
fourth	fōrth	A quarter; one of four equal parts.
already	ȧ̇l-rĕd′-ў	Generally used to mean at a bygone time.
brief	brēf	Short; concise; not lasting.
loose	lo͞os	To set at liberty; to free; not tight or confined; unfastened.
lose	lo͞oz	To be deprived of; to fail to gain.
bureau	bū′-rō	An office where business is transacted; the occupants of such an office.
valise	vȧ-lēs′	A leather bag to hold a traveler's equipment.
attack	ăt-tăk′	To assail; to censure; to find fault with.
twelve	twĕlv	The sum of ten and two; twice six.
though	thō	Granting; admitting; notwithstanding this or that.
occur	ŏk-kûr′	To happen; to be found existing.
against	ȧ-gĕnst′	In opposition to; averse to.
welcome	wĕl′-kŭm	Pleasing; grateful.
triple	trĭp′-′l	To make threefold the quantity or number; consisting of three things united, or of three parts.
lessen	lĕs′-′n	To make or cause to be less; to become of less importance or force.

Words to be applied in sentences: *coarse, course, birth, berth*

THE WORDS APPLIED

1 "Bring your music *forth* into the air."

2 Crabb distinguishes "*chief*" and "principal" thus: *Chief* regards order and rank; principal has regard to importance and respectability.

3 "How *busily* she turns the leaves!"

4 "Her voice was full of *grief* and sorrow."

5 "A faithful man shall *abound* with great blessings."

6 The man was *coming* toward us at a rapid pace.

7 "The *image* was not only imperfect in rendering, but inartistic."

8 "Can curses *pierce* the clouds and enter heaven?"

9 "*Limit* each leader to his particular charge." "The *limit* of your lives is out."

10 "Enos lived *ninety* years."

11 On the *fourth* day of July we celebrate the signing of the Declaration of Independence.

12 Long before the final decision of the judge, the verdict of public opinion will *already* have been given.

13 "I doubt not but I shall make it plain, and also *brief*."

14 Be careful to distinguish the words "*loose*" and "*lose*."

15 Of what profit is it to gain wealth and *lose* character?

16 The clerks in the Patent *Bureau* are kept very busy.

17 On opening the *valise* it was found to be empty.

18 "It would be easy to *attack* them."

19 "He sat down with the *twelve*."

20 "*Though* He may slay me, yet will I trust Him."

21 It did not *occur* to him to advance this argument.

22 "He that is not with me is *against* me."

23 "When the glad soul is made Heaven's *welcome* guest."

24 Confusion sometimes arises in our language from the *triple* meaning of "that," which with us is a demonstrative pronoun, a relative pronoun, and a conjunction.

25 "May all perish thus, that seek to subjugate or *lessen* us."

FOURTH LESSON—Short Words Commonly Misspelled

advice	ăd-vīs′	Something said or written as by way of counsel.
advise	ăd-vīz′	To offer an opinion to, by way of counsel.
oblige	o͝-blīj′	To render indebted.
movable	mo͞v′-a-b'l	Not fixed or stationary.
steadily	stĕd′-ĭ-lў	With steadiness.
separate	sĕp′-a-rāt	To disunite; to divide; to part.
fiery	fī′-ēr-ў	Of or pertaining to fire; spirited.
purchase	pûr′-chās	To obtain or secure as one's own by paying or promising to pay a price.
burial	bĕr′-rĭ-*a*l	The act or process of burying, especially a dead body.
seize	sēz	To clutch; to take possession of by authority; to affect suddenly.
shield	shēld	To cover from danger; defend; a broad piece of defensive armor.
nonsense	nŏn′-sĕns	That which is without good sense; absurdity.
expel	ĕks-pĕl′	To drive out or off by force or by authority.
although	a͟l-thō′	Admitting or granting that; notwithstanding.
describe	de͟-skrīb′	To give the characteristics of; delineate; outline.
valuable	văl′-u͟-a-b'l	Having financial worth; costly.
usually	ū′-zhu͟-al-lў	Such as commonly occurs in the ordinary course of events; common.
holiday	hŏl′-ĭ-dā	A day of rest set apart for celebration.
presence	prĕs′-ĕns	Opposed to absence; bearing.
descend	de͟-sĕnd′	To go down; from a higher to a lower point.
apparel	ăp-păr′-ĕl	To put clothes on; the things collectively with which one is clad.
dutiful	dū′-tĭ-fu͟l	Performing the duties or obligations of one's position; obedient.
biscuit	bĭs′-kĭt	A soft cake, unsweetened, often eaten hot.
pursuit	pûr-sūt′	An earnest endeavor to attain; business or occupation.
doubtful	doubt′-fu͟l	Uncertain; undecided; contingent.

Words to be applied in sentences: *serious, prepare, prevail, forcible*

THE WORDS APPLIED

1 "Horne Tooke's *advice* to the Friends of the People was profound: 'If you wish to be powerful, pretend to be powerful.'"

2 "David Hume, from his deathbed, *advised* his country to give up the war with America, in which defeat would destroy its credit, and success, its liberty."

3 "What is against right reason, no faith can *oblige* us to believe."

4 "Some of the church festivals are *movable*."

5 By earnest endeavor he moved *steadily* toward the front.

6 "If on a fair trial it be found that Great Britain and Ireland can not exist happily together, as parts of one empire, in God's name let them *separate*."

7 He spoke at length of "the most *fiery* and restless race, the Scotch-Irish."

8 "Nobody doubts now, nor has doubted since the abolition of slavery, that the *purchase* of Louisiana was an act of sound statesmanship."

9 "Among the many curious habits of the pagan Irish, one of the most significant was that of perpendicular *burial*."

10 "But pleasures are like poppies spread—
You *seize* the flower, its bloom is shed."
"A nation at war has a right to *seize* its enemy's property."

11 "Thou who trodst the billowy sea,
Shield us in our jeopardy."

12 "The theory was regarded as pure *nonsense*."

13 "All classes of Protestants combined to *expel* him (James II) from his throne."

14 "He may not spare, *although* he were his brother."

15 "Nothing is more difficult than to *describe* a really beautiful countenance."

16 Diamonds are *valuable*, but not priceless.

17 This is not *usually* done in this way.

18 "Envy has no *holidays*, because it always finds matter to work on."

19 "The two armies were now fairly in the *presence* of each other."

20 "Silent and soft and slow *descends* the snow."

21 "The *apparel* oft proclaims the man."

22 "O, make us day by day like Him to grow: more beautiful and good, more *dutiful* and meek."

23 People of the South are very fond of hot *biscuit*.

24 Business *pursuits* are more popular than ever before.

25 "When the sun of that day went down, the event of independence was no longer *doubtful*."

FIFTH LESSON—Review and General Exercise

gallon	anticipate	financial	tenacious
bargain	officiate	pursuance	ineligible
which	infallible	tension	syntax
busy	jealousy	assessment	impropriety
almost	adulterate	lessons	obituary
again	embezzle	ceremony	literature
teach	lenient	neglected	aristocracy
such	indefinite	millinery	delicacy
muscle	latter	temporary	doing
height	victuals	liquidate	executive
neither	ancient	accommodate	dangerous
model	provided	impatience	sympathetic
shriek	requirements	indispensable	arguments
until	intimate	actually	shipped
chief	option	descriptive	satchel
busily	pamphlet	creditor	tuition
coming	explanatory	respectively	thorough
pierce	transferring	delusion	valid
already	sustained	average	flexible
bureau	relationship	identical	quotation
oblige	feature	insight	security
movable	triumphantly	invigoration	asylum
separate	incumbrance	daytime	condemn
burial	strengthened	auxiliary	incorporate
expel	claimant	abolish	acceptance

CHAPTER II

SPELLING is largely a matter of association, and the eye, the ear, and the motor must be appealed to so as to produce the strongest combination of sensory elements. Care, then, in the right kind of oral preparation, with considerable oral test before writing, training pupils to build up words by using the small unities into which words can be divided, is a method of teaching spelling productive of the best all-round results.—*The Teacher.*

SIXTH LESSON—Short Words Commonly Misspelled

freight	frāt	Goods transported by public carriers; the charges for goods transported.
quarrel	quạr′-rĕl	To break friendship or harmony; to find fault; disagree; unfriendly dispute.
together	tọ-gĕth′-ẽr	Mutually; at the same moment or time.
faithful	fāth′-fụl	True or trustworthy in the performance of duty, especially obligations and promises.
eleven	ė́-lĕv″n	The sum of ten and one.
through	thrụ-	All the way; by means of.
thorough	thŭr′-ō	Going through and through; marked by careful attention throughout; searching.
luckily	lŭk′-ĭ-lў	In a lucky manner; favored by good fortune.
aloud	ȧ-loud′	Audible; opposed to silence.
believe	bė́-lēv′	To accept as true on the testimony or authority of others; to be convinced of.
useful	ūs′-fụl	Serving use or purpose, especially a valuable one; beneficial.
figure	fĭg′-ŭr	Shape; outline; appearance; to compute.
nineteen	nīn′-tēn	The sum of nine and ten.
beginning	bė́-gĭn′-nĭng	The starting-point in space, time, action or being; the source.
belief	bė́-lēf′	Probable knowledge; rational conviction.
salable	sāl′-ȧ-b'l	That which may be sold; marketable.
perhaps	pẽr-hăps′	It may be; possibly; uncertainty.
because	bė́-kạz′	For the reason that; since; by reason of.
welfare	wĕl′-fâr	Condition of faring well; prosperity.
circuit	sẽr′-kĭt	Distance around; compass; the entire course traversed by an electric current.
grieve	grēv	To cause to experience grief; inflict sorrow upon; to suffer mentally.
receive	rė́-sēv′	To obtain as a result of delivery; to admit to entrance; to perceive mentally.
fulfill	fụl-fĭl′	To make good the provisions or purport of; accomplish; complete; perform.
excel	ĕk-sĕl′	To go beyond—properly, in something good or praiseworthy; outdo.
usage	ūz′-ȧ̊j	The manner of use or treating a person or thing; custom.

Words to be applied in sentences: *equal, murmur, heir, altar*

THE WORDS APPLIED

1 "The master cannot detain the goods on board the ship until the *freight* be paid."

2 "We will not *quarrel* with ambition when it is wise enough to devote itself to the happiness of mankind."

3 "They were linked *together* by a chain which adverse hazard and mischance has forged."

4 "But no one has yet pointed out an instance wherein he has failed to give a *faithful* representation of the characters."

5 "Yale had the ball, and she drove the opposing *eleven*, despite its stubborn resistance, steadily down the field."

6 "Peace to the just man's memory; let it grow greater with the years and blossom *through* the flight of ages."

7 "Given good officers, there are no men in the world who admit of more *thorough* discipline than native-born Americans."

8 *Luckily*, the financial condition of the bank was such as to render a run on it impossible of disastrous results.

9 "Bondage is hoarse and may not speak *aloud*."

10 "Nothing is too absurd to be *believed* by a populace which has not breakfasted and which does not know how it is to dine."

11 "Several of us were corrected by our fathers; and, though I pleaded the usefulness of the work, mine convinced me that nothing was *useful* which was not honest."

12 "Flowers have all exquisite *figures*."

13 *Nineteen* is a cardinal number.

14 "The American Declaration of Independence was the *beginning* of new ages."

15 Nothing could upset his *belief* in the ultimate success of the enterprise.

16 "Allowances must be made for the necessity of a certain amount of abuse and ridicule in a review, in order to make it *salable*."

17 "The future's great veil our breath fitfully flaps,
And behind it broods ever the mighty *perhaps*."

18 "My strength is as the strength of ten *because* my heart is pure."

19 The *welfare* of the nation depends on the enterprise and frugality of the people.

20 He made a vain effort to close the *circuit*.

21 "Do not *grieve* at this."

22 The message was *received* too late.

23 He did not *fulfill* his promise, and the prophecy was *fulfilled*.

24 "In narrative, clearness, grace and spirit, at least, it is not *excelled*, scarcely equaled, by any other completed historical work."

25 "He complained that he had met with *usage* the like of which had been offered to none since the establishment of Christianity in Sweden."

SEVENTH LESSON—Words having long I in last syllable

advise	ăd-vīz′	To give advice to; to counsel.
aspire	ăs-pīr′	To seek to attain something high or great.
arrive	ăr-rīv′	To reach by progressive motion.
conspire	kŏn-spīr′	To plot together; to concur to one end; to agree.
confide	kŏn-fīd′	To repose confidence in; to trust.
condign	kŏn-dīn′	Suitable to the fault or crime.
define	dē̆-fīn′	To fix the bounds of; to describe accurately; to explain.
desire	dē̆-zīr′	To wish for earnestly; an eager wish to obtain or enjoy.
despise	dē̆-spīz′	To look down upon with disfavor or contempt.
decide	dē̆-sīd′	To give decision; to come to a conclusion.
expire	ĕks-pīr′	To exhale; to bring to a close.
invite	ĭn-vīt′	To ask; to request the company of.
inquire	ĭn-kwīr′	To ask about.
inspire	ĭn-spīr′	To inhale; to infuse into.
incline	ĭn-klīn′	To lean; to slant; to influence.
incite	ĭn-sīt′	To move to action; to stir up.
perspire	pēr-spīr′	To excrete matter through pores.
provide	prō-vīd′	To supply; to furnish.
resign	rē̆-zīn′	To surrender; to give up; to relinquish.
retire	rē̆-tīr′	To withdraw; to retreat.
revive	rē̆-vīv′	To bring again to life; to bring into action after suspension.
surprise	sûr-prīz′	To take unawares.
subside	sŭb-sīd′	To become tranquil; to become lower.
survive	sûr-vīv′	To remain alive; to outlive.
subscribe	sŭb-skrīb′	To write underneath; to give consent to.

Words to be applied in sentences: *coincide, baptize, eulogize, paralyze*

THE WORDS APPLIED

1 We shall not *advise* them to take such action.

2 "The conqueror of Gaul *aspired* to the glory of adding Britain to the dominions of Rome."

3 "It is only in this way that we can hope to *arrive* at the truth."

4 "The press, the pulpit, and the state *conspire* to censure and expose our age."

5 "Judge before friendship, then *confide* till death."

6 "Our Savior has brought out very distinctly the fact that the misapplication of small abilities will meet with *condign* punishment."

7 "Politeness has been well *defined* as benevolence in small things."

8 "Every man *desires* to live long, but no man would be old."
"His *desire* for wealth was insatiable."

9 "Men *despise* what they may be masters of, and affect what they are not fit for."

10 "Who shall *decide* when doctors disagree?"

11 "His lease on the property will *expire* to-morrow."

12 "The cowardice that yields to threats *invites* them."

13 We shall *inquire* into the matter and report the result as soon as possible.

14 *Inspire* means also to fill with what animates, enlivens and exalts; as, to *inspire* a child with sentiments of virtue.

15 "*Incline* our hearts to keep this law."

16 "He was *incited* to greater efforts by the rewards held out to him."

17 "Firs *perspire* a fine balsam of turpentine."

18 "He is a fool that *provides* not for that which will most certainly come."

19 "It is said that the two happiest days of a man's life are the day when he accepts a high office and the day when he *resigns* it."

20 "The one class which it seems to me desirable to *retire* permanently and for all time, is the professional politician."

21 "It was observed, as far back as the beginning of the present century, that certain metals could be *revived* from solutions of their salts on the passage of a current of electricity."

22 "Nothing excites *surprise* except what is contrary to a prior expectation, and breaks in upon ideal order already established in the mind."

23 "In case of danger, pride and envy naturally *subside*."

24 "Domestic happiness, thou only bliss
Of Paradise that has *survived* the fall!"

25 The students who made the best progress *subscribed* to the magazine.

EIGHTH LESSON—ANT—Having the power of, or continuing to. ANCE—State or condition of.

relevant	rĕl′-ē̆-v*a*nt	Properly applying to the case in hand.
observant	ŏb-zĕrv′-*a*nt	Taking notice; attentive.
defiance	dē̆-fī′-*a*ns	The act of defying; provoking to combat.
discordant	dĭs-kôrd′-*a*nt	Not harmonious.
reluctant	rē̆-lŭk′-t*a*nt	Unwilling or disinclined.
accordance	ăk-kôrd′-*a*ns	Harmony; conformity.
suppliant	sŭp′-plĭ-*a*nt	A humble petitioner.
tolerance	tŏl′-ẽr-*a*ns	The power or capacity of endurance.
elegant	ĕl′-ē̆-g*a*nt	Very choice; pleasing to good taste.
resonance	rĕz′-ō̆-n*a*ns	The act of resounding.
benignant	bē̆-nĭg′-n*a*nt	Kind; gracious.
consonant	kŏn′-sō̆-n*a*nt	An alphabetical sign; being in agreement with; consistent.
abundance	ā̆-bŭn′-d*a*ns	An overflowing fullness.
expectant	ĕks-pĕkt′-*a*nt	Waiting in expectation or looking for.
significance	sĭg-nĭf′-ĭ-k*a*ns	Meaning; import; consequence.
participant	pär-tĭs′-ĭ-p*a*nt	A partaker.
predominant	prē̆-dŏm′-ĭ-n*a*nt	Having the ascendency over others.
exorbitant	ĕgz-ôr′-bĭ-t*a*nt	Excessive; extravagant.
compliance	kŏm-plī′-*a*ns	A disposition to yield to others.
resistance	rē̆-zĭst′-*a*ns	Opposition.
unpleasant	ŭn-plĕz′-*a*nt	Displeasing; offensive.
indignant	ĭn-dĭg′-n*a*nt	Affected with indignation; wrathful; irate.
pursuant	pûr-sū′-*a*nt	Acting in consequence or in prosecution of anything.
distance	dĭs′-tăns	The space between two objects; remoteness of place.
repugnant	rē̆-pŭg′-n*a*nt	Distasteful in a high degree.

Words to be applied: *resonant, intolerant, elegance, abundant.*

THE WORDS APPLIED

1 "It is only in such matters as are *relevant* to the issue that the witness can be contradicted."

2 "He was uncommonly *observant*, and seemed to grasp every situation at a glance."

3 "They returned the fire with a *defiance* and a promptness that augured ill for our chances of success."

4 "In Malta all animated nature was *discordant*."

5 "It is not with them as it was in the days of Milton, whose immortal 'Paradise Lost' drew five sterling pounds, with a conditional offer of five from the *reluctant* bookseller."

6 The contract was in strict *accordance* with the law.

7 Dryden says: "Hear thy *suppliant's* prayer."

8 "The only true spirit of *tolerance* consists in our conscientious toleration of each other's *intolerances*."

9 "We did not expect to find so much taste for *elegant* literature in an old village deacon."

10 "The loud music of the Urbach was rendered mellow and voluminous by the *resonance* of the chasm into which the torrent leapt."

11 "I feel that *benignant* and wondrous presence, as one might feel the passing of an angel in the dark."

12 "What she (New England) has done has been *consonant* with her view of the general good."

13 "There the richest was poor, and the poorest lived in *abundance*."

14 "With longing eyes he sat, *expectant* of her."

15 "Her first venture of *significance* was in the field of translation."

16 "It was a rare privilege to have been a *participant* in the events of the Civil War."

17 "Hadrian's character was a strange mixture of good and ill qualities, but vanity was a *predominant* feature."

18 "The *exorbitant* power of the baron had been greatly reduced."

19 In *compliance* with your request, we have to-day mailed you the papers.

20 "If there be not a constant spirit of jealousy and of *resistance* on the part of the people, every monarchy will gradually harden into a despotism."

21 His *unpleasant* manners caused him to be heartily disliked.

22 One becomes *indignant* at unworthy or unjust treatment, or at a degrading accusation.

23 "*Pursuant* to the king's orders, I passed the night before last * * waiting upon the friends of the king."

24 "'Tis *distance* lends enchantment to the view."

25 "How many young people, by their *repugnant* manners, lose opportunities for becoming successful!"

NINTH LESSON—

ENT—An adjective suffix signifying *action* or *being*.
ENCE—A noun suffix signifying *action*, *state*, or *quality*; also *that which relates* to the action or state.

dependent	dē-pĕnd′-*ent*	Not self-sustaining; subordinate; one who depends.
indulgent	ĭn-dŭl′-*jent*	Tolerant; not opposing or restraining; not severe.
different	dĭf′-fĕr-*ent*	Not the same; distinct; totally unlike; dissimilar.
violent	vī′-ō-*lent*	Forcible; fierce; furious.
precedent(adj.)	prē-cēd′*ent*	Preceding; going before.
confident	kŏn′-fĭ-*dent*	Assured beyond doubt.
diligent	dĭl′-ĭ-*jent*	Careful; industrious.
correspondent	kŏr-rē-spŏnd′-*ent*	Conformable; one with whom intercourse is carried on by letters.
superintendence	sū-pĕr-ĭn-tĕnd′-*ens*	Overseeing; managing.
inexpedient	ĭn-ĕks-pē′-dĭ-*ent*	Unsuitable to the time and place.
emergent	ē-mer′-*jent*	Suddenly appearing; coming to light.
excellent	ĕk′-sĕl-*lent*	Superior; of great worth.
beneficence	bē-nĕf′-ĭ-*sens*	The practice of doing good; active goodness.
credence	krē′-*dens*	Belief; credit; confidence.
patience	pā′-*shens*	Uncomplaining endurance of suffering or wrongs.
preference	prĕf′-ĕr-*ens*	The act of preferring; choice; power of choosing.
diffidence	dĭf′-fĭ-*dens*	Lack of self-reliance; modesty; bashfulness.
evidence	ĕv′-ĭ-*dens*	Proof; testimony.
negligence	nĕg′-lĭ-*jens*	Habitual neglect.
indolence	ĭn′-dō-*lens*	Habitual idleness; laziness.
existence	egz-ĭst′-*ens*	The state of existing or being; continuance in being.
permanence	pĕr′-măn-*ens*	Duration; fixedness.
affluence	ăf′-flū-*ens*	Abundance; riches.
experience	ĕks-pē′-rĭ-*ens*	Personal and direct impressions as contrasted with descriptions or fancies.
excellence	ĕk′-sĕl-*lens*	Superiority; perfection.

Words to be applied: *apparent, concurrence, impertinent, resplendent*

THE WORDS APPLIED

1 "England, long *dependent* and degraded, was again a power of the first rank."

2 "The feeble old are *indulgent* of their ease."

3 "Men are as *different* from each other as the regions in which they are born are *different*." *Different* is properly followed by "from."

4 "Some *violent* hands were laid on Humphrey's life."

5 When the word "*precedent*" is used as a noun, the accent falls on the first syllable, and it then means an authoritative example. "A *precedent* (noun) is something which comes down to us from the past with the sanction of usage."

6 "I am *confident* that very much can be done to relieve this situation."

7 "Seest thou a man *diligent* in his business? he shall stand before kings."

8 A *correspondent* who can infuse a cordial personality into his letters is a valuable man in any business.

9 This was an admirable indication of the divine *superintendence* and management.

10 "What is *expedient* at one time may be inexpedient at another."

11 "The mountains huge appear *emergent*, and their broad backs upheave into the clouds."

12 The coloring in the picture was pronounced *excellent* by the critics.

13 "He was spoken of as one whose *beneficence* seemed to be inexhaustible."

14 Such an assertion might easily find *credence*.

15 *Patience* implies the quietness of self-possession of one's own spirit under sufferings, provocations, etc.

16 "The knowledge of things alone gives a value to our reasonings, and *preference* of one man's knowledge over another."

17 "In business, *diffidence* is a distinct disadvantage."

18 We are apt to believe the *evidence* of our senses.

19 "As now generally used, *negligence* is the *habit*, and neglect the *act* of leaving things undone or unattended to."

20 "His life was spent in *indolence* and was therefore sad."

21 "The *existence*, therefore, of a phenomenon is but another word for its being preserved."

22 "The *permanence* of these institutions is assured."

23 Goldsmith speaks of "an old age of elegant *affluence* and ease."

24 "I have but one lamp by which my feet are guided, and that is the lamp of *experience*."

25 "The *excellence* of the performance was acknowledged by all."

TENTH LESSON—Review and General Exercise

dependent	premier	proficient	predominant
together	occupy	allegiance	memorable
eleven	restitution	bivouac	rheumatism
thorough	impunity	erysipelas	discrepancy
believe	vanity	vocalist	countermand
useful	clique	mosquito	predicament
precedent	rescue	author	construction
superintend	recently	frolic	competitor
height	compose	stringent	responsible
patience	incisive	conquer	disappoint
wrought	utility	discipline	conscientious
existence	attribute	oratory	attempt
advise	cancel	forfeit	blizzard
conspire	deficient	parasol	governor
define	village	legitimate	dignified
inquire	electricity	cipher	schedule
provide	fallible	replied	securities
surprise	inquire	describing	apology
relevant	vouch	delivered	collateral
defiance	remodel	doubtless	spacing
tolerance	poultry	intimidate	satisfactorily
expectant	beverage	executrix	neighbor
exorbitant	chronicle	imitators	usually
resistance	comrade	shipment	recollection
nonsense	festival	probable	externally

CHAPTER III

WHEN we have practiced good actions awhile, they become easy; when they are easy, we take pleasure in them; when they please us, we do them frequently; and then, by frequency of act, they grow into a habit.—*Tillotson.*

ELEVENTH LESSON—I before E

believe	bė̇-lēv′	To accept as true; to place confidence in.
chieftain	chēf′-tĭn	A chief.
retrieve	rė̇-trēv′	To recover; to regain.
apiece	ȧ-pēs′	By the single one; to each.
reprieve	rė̇ prēv′	A temporary suspension of the execution of a sentence; respite.
relief	rė̇-lēf′	The removal of anything burdensome, by which some ease is obtained.
aggrieve	ăg-grēv′	To give pain or sorrow.
relieve	rė̇-lēv′	To free from any burden, trial, etc.
achieve	ȧ-chēv′	To succeed in gaining.
thievish	thēv′-ish	Given to stealing.
pierce	pērs	To penetrate with a pointed instrument.
fiend	fēnd	One who is diabolically wicked or cruel.
shriek	shrēk	To utter a loud, sharp, shrill sound or cry.

E before I

receipt	rė̇-sēt′	An acknowledgment of money paid; reception.
receive	rė̇-sēv′	To accept; to take in.
either	ē′-thēr	One of two.
perceive	pēr-sēv′	To obtain knowledge of through the senses.
seizing	sēz′-ĭng	The act of taking or grasping suddenly.
neither	nē′-thēr	Not the one or the other.
ceiling	sēl′-ĭng	The top inside lining of a room.
conceive	kŏn-sēv′	To form in the mind; to originate.
deceive	dė̇-sēv′	To cause to believe what is false.
conceit	kŏn-sēt′	A fanciful, odd or extravagant notion.
deceit	dė̇-sēt′	An attempt or disposition to deceive or lead into error.
seizure	sēz′-zhu̇r	The act of seizing.

Words to be applied in sentences: *brief, sieve, yield, receivable*

THE WORDS APPLIED

1 "The great triad of moral truths in which the morally-minded man *believes*—Freedom, Immortality, and God."

2 "*Chieftain*, tell us a story."

3 "Cortes, anxious to *retrieve* the disgrace of the morning, ordered an assault on the larger, and, as it seems, more practicable eminence."

4 "And there were set there six water-bottles of stone * * * containing two or three firkins *apiece*."

5 After a brief *reprieve*, he was again sent to prison.

6 In the famous railway strike the operators sought and obtained *relief* by the injunctional restraint of the strikers.

7 "There was scarcely a family in the realm that did not feel itself *aggrieved* by the oppression and extortion which this abuse naturally caused."

8 "'The greatest object in the universe,' says a certain philosopher, 'is a good man struggling with adversity;' yet there is still a greater, which is the good man that comes to *relieve* it."

9 "The man who seeks one thing in life, and but one, may hope to *achieve* it before life is done."

10 "The *thievish* years have sucked his sap away,
Pillaging his strength and filching his will and wit."

11 A shot from the Massachusetts *pierced* the torpedo tube.

12 "No man becomes at once, and of a sudden, either a *fiend* or a saint."

13 We could distinctly hear the *shriek* of the approaching locomotive.

14 *Receipts* may be either mere acknowledgments of payment or delivery, or they may also contain a contract to do something in relation to the thing delivered.

15 "Columbus had an audience of the queen, and the benignity with which she *received* him atoned for all past neglect."

16 "Real friendship never hesitates *either* to give or accept a favor."

17 I *perceived* his error in thought.

18 The *seizing* of the goods caused considerable excitement.

19 "It is difficult to negotiate where *neither* will trust."

20 "The *ceiling* is arched and lofty."

21 "Pilgrim's Progress * * * is *conceived* in the large, wide spirit of humanity itself."

22 The beggar could not *deceive* me with his story of poverty.

23 "The innocent *conceits* that, like a needless eyeglass or black patch, give those who wear them harmless happiness."

24 "Enlighten my understanding with knowledge of right, and govern my will by thy laws, that no *deceit* may mislead me nor temptation corrupt me."

25 The *seizure* of the goods by the sheriff was declared unlawful.

TWELFTH LESSON—Words in which S has the sound of Z

suppose	sŭp-pōz′	To believe; to imagine or admit to exist for the sake of argument or illustration.
franchise	frăn′-chīz	A constitutional or statutory right or privilege.
advertise	ăd′-vẽr-tīz	To give public notice of, especially printed notice.
disguise	dĭs-gīz′	To change the appearance of.
possession	pŏz-zĕsh′-ŭn	The act or state of possessing or holding one's own.
advise	ăd-vīz′	To give advice to.
criticise	krĭt′-ĭ-sīz	To pass literary or artistic judgment upon; to find fault with.
cosmetic	kŏz-mĕt′-ĭk	Any external application intended to beautify the complexion.
reserve	rẽ-zẽrv′	To keep back; to keep in store for future or special use.
chastise	chăs-tīz′	To punish.
reprisal	rẽ-prīz′-al	Any act of retaliation.
supervise	sū-pẽr-vīz′	To superintend.
present	prẽ-zĕnt′	To set forth; to introduce formally.
compromise	kŏm′-prṍ-mīz	A settlement by mutual consent reached by concessions on both sides.
comprise	kŏm-prīz′	To include; to contain.
disease	dĭz-ēz′	Malady; affection; illness; sickness.
collision	kŏl-lĭzh′-ŭn	A striking together, as of two hard bodies.
revise	rẽ-vīz′	To look at again for detection of errors.
enterprise	ĕn′-tẽr-prīz	Something attempted to be performed.
applause	ăp-plạz′	Commendation; approval.
decision	dẽ-sĭzh′-ŭn	An account or report of a conclusion; prompt and fixed determination.
surmise	sûr-mīz′	To infer on slight grounds.
preside	prẽ-zīd′	To direct, control and regulate as first officer.
devise	dẽ-vīz′	To contrive; to formulate by thought.
resemble	rẽ-zĕm′-b'l	To be like or similar to.

Words to be applied in sentences: *allusion, reservoir, improvise, despise*

THE WORDS APPLIED

1 "Virtue is the fruit of exertion; it *supposes* conquest of temptation."

2 The General Assembly would listen to no proposition except for an engagement of fidelity as a condition of exercising the elective *franchise*.

3 Macaulay says of Walpole: "Patriots had begged him to come up to the price of their puffed and *advertised* integrity."

4 "The policy of wise rulers has always been to *disguise* strong acts under popular forms."

5 "When we are in the satisfaction of some innocent pleasure, or pursuit of some laudable design, we are in *possession* of life."

6 I would *advise* that action be taken at once.

7 He was severely *criticised* for supporting the measure.

8 "What *cosmetics* are to the face, wit is to the temper."

9 "There was a certain simplicity that made every one her friend, but it was combined with a subtle attribute of *reserve*."

10 "My father has *chastised* you with whips, but I will *chastise* you with scorpions."

11 Specifically, *reprisal* means the act of retorting on an enemy by inflicting suffering or death on a prisoner.

12 The noted architect has been engaged to *supervise* the construction of the building.

13 We *present* foreign ministers to the president; we introduce, or should introduce, our friends to each other.

14 "They enslave their children's children, who *compromise* with sin."

15 His outfit *comprised* merely a driver, mid-iron, and putter.

16 "He who is fatally *diseased* in one organ necessarily pays the penalty with his life, though all the others be in perfect health."

17 A serious *collision* was narrowly averted.

18 He undertook to *revise* the book, but found the work so tedious that he gave it up.

19 Americans are famous the world over for their *enterprise*.

20 The singing of Sembrich was greeted with tremendous *applause*.

21 The *decision* of the Supreme Court in this case met with the hearty approval of the people.

22 "The greenish-colored coat which he had on forbade me to *surmise* that he was a clergyman."

23 The Vice-President of the United States *presides* over the Senate.

24 They will attempt to *devise* ways and means for increasing the business.

25 Glaciers *resemble* rivers in some respects.

THIRTEENTH LESSON—Able and ible—that which may or can be. Final e of the root word is dropped except after c and g.

impossible	ĭm-pŏs′-sĭ-b'l	Beyond the reach of power to accomplish.
blamable	blām′-a̤-b'l	Meriting blame or censure.
admissible	ăd-mĭs′-sĭ-b'l	Such as may be admitted, conceded or allowed.
flexible	flĕks′-ĭ-b'l	Capable of being bent without breaking; manageable.
feasible	fēz′-ĭ-b'l	Capable of being done; practicable.
inexhaustible	ĭn-ĕks-a̤st′-ĭ-b'l	Incapable of being exhausted; unfailing.
infallible	ĭn-făl′-lĭ-b'l	Exempt from fallacy or error of judgment, as in opinion.
invisible	ĭn-vĭz′-ĭ-b'l	Incapable of being seen; not perceptible by vision.
legible	lĕj′-ĭ-b'l	Capable of being easily read.
plausible	pla̤z′-ĭ-b'l	Seeming likely to be true, though open to doubt.
acceptable	ăk-sĕpt′-a̤-b'l	Capable of being accepted; gratifying; agreeable.
contemptible	kŏn-tĕmt′-ĭ-b'l	Deserving of contempt; despised.
passable	păs′-a̤-b'l	Capable of being passed; fairly good; moderate.
obtainable	ŏb-tān′-a̤-b'l	Capable of being obtained or procured.
movable	mo̤v′-a̤-b'l	Capable of being moved, as from one place to another.
teachable	tēch′-a̤-b'l	Capable of being and willing to be taught; apt to learn; docile.
receivable	re̤-sēv′-a̤-b'l	Capable of being received.
ratable	rāt′-a̤-b'l	Subject to assessment.
manageable	măn′-āj-a̤-b'l	Capable of being managed, controlled or handled; tractable.
chargeable	chärj′-a̤-b'l	Capable of being or rightfully charged.
payable	pā′-a̤-b'l	Capable of being discharged by payment; justly due.
changeable	chānj′-a̤-b'l	Capable of being changed; alterable; changeful; inconsistent.
salable	sāl′-a̤-b'l	Capable of being sold; marketable.
curable	kūr′-a̤-b'l	Susceptible of being cured.
excusable	ĕks-kūz′-a̤-b'l	Admitting of excuse or pardon; justifiable.

Words to be applied in sentences: *taxable, reversible, eatable, audible*

THE WORDS APPLIED

1 "Few things are *impossible* to diligence and skill."

2 "In the centuries men are not born demi-gods and perfect characters, but imperfect ones, and mere *blamable* men."

3 The hypothesis is *admissible*.

4 "A politician should be as *flexible* in little things as he is inflexible in great."

5 "It was not *feasible* to gratify so many ambitions."

6 "He seemed to possess an *inexhaustible* store of anecdotes."

7 "As well might a man claim to be immortal in his body as *infallible* in his mind."

8 "The problem is a better adjustment of the burdens of state and local taxes, so as to make those pay their share who own *invisible* or easily concealed property."

9 "The storm of contrary wind unfurls the banner, and makes thereby its inscription the more *legible*."

10 "It is by this mixture of truth that the error is made *plausible*, and insinuates itself into the minds of others."

11 "His proposition is *acceptable* to us."

12 "Weak at home and disregarded abroad is our present condition, and *contemptible* enough it is."

13 The road is not *passable* for wagons.

14 Success is not *obtainable* without effort.

15 "The Chinese writing, from its enormous diversity of characters, is not well suited to printing by *movable* types."

16 "If one has a *teachable* disposition, he cannot but be improved."

17 Any legal tender is *receivable* for taxes.

18 The share at which property is taxed is its *ratable* value.

19 He possessed a most *unmanageable* temper.

20 "Waste is the natural consequence of war, *chargeable* on those who caused the war."

21 "Eighteen per cent per annum, *payable* monthly, was the enticing rate of interest offered."

22 The *changeable* weather in Chicago is one of the disagreeable features of life there.

23 It was conceded that the goods were not in a *salable* condition.

24 His disease was pronounced *curable*.

25 He was declared to be *excusable*.

FOURTEENTH LESSON—Regular verbs of one syllable ending with a single consonant, after a single vowel, double the last letter on adding ing or ed.

barred	bärd	Obstructed.
blotting	blŏt′-tĭng	Staining as with ink; to dry with blotting-paper.
stepped	stĕpt	Measured off by steps; walked.
pinning	pĭn′-nĭng	Fastening by means of pins.
begging	bĕg′-gĭng	Asking alms; entreating.
fretted	frĕt′-tĕd	Irritated; disturbed; ornamented with fretwork.
slammed	slămd	Shut with force and a loud noise; to put in place with force and loud noise.
rubbing	rŭb′-bĭng	Producing friction.
jarred	järd	Rudely shaken; shocked.
dipped	dĭpt	Put for a moment into any liquid.
planned	plănd	Devised; contrived.
shamming	shăm′-mĭng	Feigning; practicing deception.
digging	dĭg′-gĭng	Piercing or loosening as with a spade.
ridding	rĭd′-dĭng	Freeing from.
rubbed	rŭbd	Past tense of rub.
rotting	rŏt′-tĭng	Decaying.
chopping	chŏp′-pĭng	Cutting or striking repeatedly with a sharp instrument.
stirred	stĕrd	Agitated.
grinning	grĭn′-nĭng	Smiling sneeringly or snarlingly.
swapped	swŏpt	Exchanged.
trotting	trŏt′-tĭng	Proceeding by a certain gait peculiar to quadrupeds.
trapped	trăpt	Caught in a trap; deceived.
wrapped	răpt	Enveloped completely.
robbing	rŏb′-bĭng	Taking by force; stealing.
spurred	spûrd	Urged forward.

Words to be applied in sentences: *blur, mar, hop, strap*

THE WORDS APPLIED

1 He found the entrance *barred* by the bulky form of a policeman.

2 Here are some of the synonyms of *blotting:* staining, effacing, smearing.

3 He *stepped* back just in time to prevent an awkward collision.

4 *Pinning* papers together often prevents serious loss of time.

5 He was discovered *begging* in the street.

6 "The cunning hand that carved this *fretted* door is stilled."

7 The door was *slammed* viciously as he approached the entrance.

8 Fine lenses are finished by *rubbing* with the hand.

9 The vibrations caused by the explosion *jarred* the valuable vase, which fell from its pedestal.

10 They *dipped* the water from the well with a long-handled dipper.

11 The robbery had evidently been long *planned.*

12 It was soon discovered that he was *shamming.*

13 The *digging* of the Panama Canal involved an enormous amount of labor, and the expenditure of large sums of money.

14 She thought there was no means of *ridding* herself of the habit.

15 The silver was *rubbed* until it shone like new.

16 The fruit lay *rotting* in the orchard.

17 *Chopping* trees was a favorite pastime of Gladstone's.

18 The action of his party *stirred* him to the bitterest hatred.

19 *Grinning* is not a sure sign of amiability.

20 *Swapped* is a word not much used nowadays.

21 Riding a *trotting* horse is not always agreeable, but it is said to be excellent exercise.

22 The man was *trapped* into making the confession.

23 He *wrapped* his actions in mystery.

24 He confessed to *robbing* the city of hundreds of dollars.

25 *Spurred* to greater effort by their defeat of the day before, the cavalry made a magnificent charge.

FIFTEENTH LESSON—Review and General Exercise

believe	conducive	phaeton	inexhaustible
retrieve	exalted	comment	apprehension
suppose	hesitate	barter	authenticated
impossible	ingenious	seldom	admissible
barred	nullify	competent	magnanimous
blotting	exertion	consignee	compromise
franchise	editor	tablet	unanimous
relief	penurious	fortune	irresistible
fretted	oppressive	cunning	bituminous
flexible	furniture	rational	co-operation
advertise	continue	comprise	objectionable
thievish	elapsed	assailable	insufficient
planning	vestibule	modify	continuous
criticise	diligence	athlete	subscription
shriek	pursuit	deliberate	accordingly
trotting	suburban	pedal	mimeograph
receipt	molasses	defray	unnecessary
legible	consistent	rascality	quinine
stern	worsted	journal	ponderous
ceiling	inquisitive	criterion	promptness
applause	originated	flannel	familiarize
excusable	sarcasm	premium	reciprocity
almost	ledger	disease	prairie
purpose	grateful	plaintiff	engaging
sovereign	inclusive	holiday	Sabbath

CHAPTER IV

WHAT we truly and earnestly aspire to be, that in some sense we are. The mere aspiration, by changing the frame of the mind, for a moment realizes itself.—*Mrs. Jameson.*

SIXTEENTH LESSON

Words of more than one syllable, having the accent on the last, on taking a suffix, double the last consonant when it follows a single vowel. Words accented on the other syllables do not double the final consonant.

referred	rē-fẽrd′	Sent elsewhere for information, aid or decision.
expelling	ĕks-pĕl′-lĭng	Evicting; forcing out of.
acquitted	ăk-kwĭt′-tĕd	Freed from an accusation.
remittance	rē-mĭt′-*t*ans	The sum or thing remitted.
compelling	kŏm-pĕl′-lĭng	Causing one to yield or submit.
occurrence	ŏk-kŭr′-rĕns	A happening.
rebelled	rē-bĕld′	Resisted by force; revolted by active resistance.
permitting	pẽr-mĭt′-tĭng	Suffering to be done; granting permission.
concurrence	kŏn-kŭr′-rĕns	Agreement in opinion.
unfitted	ŭn-fĭt′-tĕd	Not suited to; unsuitable.
abettor	ȧ-bĕt′-tẽr	An accomplice; an accessory.
repelled	rē-pĕld′	Repulsed; driven back.
admitting	ăd-mĭt′-tĭng	Receiving; assenting to.
solicited	sō-lĭs′-ĭt-ĕd	Appealed to; requested; supplicated; entreated; importuned.
regretting	rē-grĕt′-tĭng	Feeling sorrow or dissatisfaction on account of the happening or loss of something.
libeled	lī′-bĕld	Exposed to public ridicule, by writings, picturings, etc.
modeled	mŏd′-ĕld	Formed after a model or pattern.
unequaled	ŭn-ē′-kw*a*ld	Not equaled; unmatched.
marveled	mär′-vĕld	Wondered; astonished; surprised.
leveling	lĕv′-ĕl-ĭng	The act of making level.
endangered	ĕn-dān′-jẽrd	Exposed to danger or loss.
impelled	ĭm-pĕld′	Urged forward.
submitted	sŭb-mĭt′-tĕd	Surrendered to authority; yielded.
committed	kŏm-mĭt′-tĕd	Intrusted to; perpetrated.
preferring	prē-fẽr′-rĭng	Holding in greater favor.

Words to be applied: *concurrent, recurring, deferred, transmit*

THE WORDS APPLIED

1 The whole matter was *referred* to the Board of Arbitration.

2 All classes of Protestants were intent on *expelling* James II from the throne.

3 He was promptly *acquitted* of the charge.

4 Your *remittance* has been duly credited.

5 There was no means of *compelling* the man to withdraw.

6 They attached but little importance to the *occurrence.*

7 He *rebelled* so strenuously that they finally dropped the matter.

8 A pass was issued *permitting* them to enter the building whenever they desired.

9 His *concurrence* in that opinion strengthened his cause wonderfully.

10 He was mentally *unfitted* for such work.

11 "The *abettors* of slavery are weaving the thread in the loom, but God is adjusting the pattern."

12 His every advance was *repelled.*

13 *Admitting* such to be the case, we see no reason why we should comply with your request.

14 He *solicited* favors from all his friends until he became a nuisance.

15 Spend not your time in *regretting* the past, but in building for the future.

16 The book *libeled* the whole human race.

17 The memorial building was to be *modeled* after the Parthenon.

18 The quality of the workmanship is *unequaled.*

19 "Upon seeing which they *marveled* much."

20 The men were busily engaged in *leveling* the lawn.

21 The constitution would be *endangered* by such a law.

22 His boundless ambition *impelled* him to continue work.

23 All of which is respectfully *submitted* for your consideration.

24 "To those who can best do the work, all work in this world is sooner or later *committed.*"

25 Johnstone decided to remain at the hotel over night, *preferring* rather to lose the time than to travel at night.

SEVENTEENTH LESSON—Derivative Words. Verbs ending in e drop the e when ing or ed is added.

dining	dīn′-ĭng	Taking dinner.
hating	hāt′-ĭng	Disliking.
gazing	gāz′-ĭng	Looking at intently.
planing	plān′-ĭng	Smoothing with a plane.
mining	mīn′-ĭng	The digging of minerals from the earth.
pruning	prun̈′-ĭng	Trimming away by cutting.
loving	lŭv′-ĭng	Regarding with affection.
fining	fīn′-ĭng	Imposing a fine upon.
exploding	ĕks-plōd′-ĭng	Bursting with sudden violence and noise.
confining	kŏn-fīn′-ĭng	Keeping within certain limits.
reducing	rē̆-dūs′-ĭng	Diminishing; lessening; decreasing.
confusing	kŏn-fūz′-ĭng	Perplexing.
refining	rē̆-fīn′-ĭng	Reducing to a fine or pure state.
troubling	trŭb′-’l-ĭng	Disturbing; distressing.
doubting	dout′-ĭng	Hesitating in belief.
inducing	ĭn-dūs′-ĭng	Drawing on; prevailing on.
intimating	ĭn′-tĭ-māt-ĭng	Referring to in a remote manner.
subduing	sŭb-dū′-ĭng	Conquering; destroying the force of.
ensuing	ĕn-sū′-ĭng	Coming after; following in chronological succession.
arguing	är′-gū-ĭng	Reasoning in support of a proposition, opinion or measure; debating.
valuing	văl′-ū-ĭng	Prizing; placing a value upon.
rescuing	rĕs′-kū-ĭng	Freeing from confinement, danger or evil.
blazing	blāz′-ĭng	Glowing with flame; flashing.
cleansing	klĕnz′-ĭng	Making clean.
sponging	spŭnj′-ĭng	Wiping or cleansing with a sponge.

Words to be applied: *balancing, releasing, solacing, unceasing*

THE WORDS APPLIED

1 The *dining* hall should always breathe good cheer.

2 Darwin says that a man may be guilty of intensely *hating* another, but until his bodily frame is affected he cannot be said to be enraged.

3 She was found *gazing* with expressionless eyes into the distance.

4 The mill is now chiefly engaged in *planing*.

5 Gold *mining* is an important industry in Alaska.

6 In *pruning*, we cut away some portion of the tree, shrub or other plant, for the benefit of that which remains.

7 He was presented with a magnificent *loving*-cup.

8 *Fining* the culprits in such cases will not cure the evil.

9 *Exploding* cartridges were heard in every direction.

10 The employment was too *confining*.

11 Ways and means for *reducing* the expenses must be devised.

12 "With just enough learning, and skill for the *using* it,
To prove he'd a brain, but forever *confusing* it."

13 The *refining* of oil is one of the large industries of this country.

14 Pardon me for *troubling* you so much.

15 He who hesitates, *doubting*, will lose the race.

16 "*Inducing* him to accept the position seemed out of the question."

17 He doubted the wisdom of it, *intimating* that serious results would follow.

18 *Subduing* the tribes was found to be no easy matter.

19 In the *ensuing* close-range fighting, the troops were badly cut up.

20 "There is nothing more delusive than *arguing* from a fellow's school or collegiate successes to his triumphs in after-life."

21 There is no means of *valuing* the product.

22 The crew of the cruiser was busily engaged in *rescuing* the shipwrecked sailors.

23 "For them no more the *blazing* hearth shall burn."

24 Hercules was at one time engaged in *cleansing* the Augean stables.

25 The spots may be removed by *sponging* with alcohol.

EIGHTEENTH LESSON—English, Greek and Latin Prefixes

For the sake of euphony the last letter of the prefix is often modified by the first letter of the root. In this way the prefix *ad* is changed to *a*, *ac*, *af*, *ag*, etc.

NOTE TO TEACHER.—A study of the prefixes and suffixes and their application in word building and analysis can be made very attractive and valuable. Many interesting facts will be disclosed in tracing the meaning of words from the prefixes and suffixes and noting the changes which have come about through the growth and development of language.

English Prefixes

Prefix	*Meaning*	*Application*
a	*at, in, on:*	ahead, ashore.
be	*to make, by:*	benumb, beside.
for	*not, from:*	forbid.
mis	*wrong, wrongly:*	misapply, misrule.
out	*beyond:*	outweigh, outbreak.
over	*above:*	overthrow, overrule.
un	*not, opposite act:*	unskilled, uncivil.
under	*beneath:*	underground, underrate.
with	*from, against:*	withdraw, withstand.

Greek Prefixes

a (an)	*without not:*	atheist, anarchy.
amphi	*both, around:*	amphitheater, amphibious.
ana	*up, back, through:*	analysis, anathema.
anti (ant)	*against, opposite:*	antipathy, antithesis, antonym.
apo (ap)	*from:*	apology, apotheosis.
cata (cap)	*down:*	cataract, catalogue.
dia	*through:*	diameter, diagram.
en (em)	*in, on:*	energy, emphasis.
epi (ep)	*upon:*	epidemic, epigram.
hyper	*over:*	hypercritical, hypertrophy.
hypo	*under:*	hypocrite, hypodermic.
meta (met)	*between, with, over, beyond, change:*	metaphysical, metamorphosis.
syn(sy,syl, sym)	*with, together:*	synthesis, system, synonym.

Latin Prefixes

ab (abs)	*from:*	abnormal, abstain.
ad (a, ac, af, ag, al, an, ap, ar, as, at)	*to:*	admit, ascend, accustom, affix, annexed, apportion, attain.
ante	*before:*	antedate, antecedent.
bi (bis)	*two, twice:*	bicycle, bifacial.
circum	*around:*	circumnavigate, circumspect.
con (co, col, com, con)	*with, together:*	console, co-ordinate, collapse, compress, correspond.
contra (counter)	*against:*	contravene, counteract.
de	*down, from:*	depose, demerit.
dis (di, dif)	*apart, not, opposite act:*	disconnect, diffident, divert.
ex (e, ec, ef)	*out of, from:*	extract, eject, eccentric.
extra	*beyond:*	extraordinary.
in (il, im, ir)	*in, on, not:*	inapplicable, illegal, import, irresponsible.
non	*not:*	non-essential, non-existent.
ob (oc, of, op)	*in front, in the way, against:*	object, occasion, offend, opportune.
per	*through, throughout:*	pervade, permanent.
post	*after:*	postpone, postscript.
pre	*before:*	precede, prefix.
pro	*for, forth:*	proceed, pronoun.
re	*back or again:*	relapse, reconsider.
retro	*backward:*	retroactive, retrospect.
se	*aside:*	select, seclude.
semi	*half:*	semicircular, semiannual.
sub (suc, suf, sug, sup, sus)	*under:*	subway, succumb, suffice, suggest, support, suspect.
super (Fr. sur)	*above, over:*	supersede, surpass.
trans (tra)	*across, beyond:*	transact, traverse.
ultra	*beyond:*	ultra-fashionable.
vice	*instead of:*	vice-president, vice-consul.

Words to be applied: *withhold, unselfish, outside, mistake*

NINETEENTH LESSON—Ask the student to supply other words in which these suffixes are used.

Latin Suffixes

Suffix	*Meaning*	*Application*
able (ible, ble)	*able to, fit to be, causing:*	tractable, forcible, noble.
aceous (acious)	*having the quality of, full of:*	farinaceous, spacious, judicious.
acy	*state or quality of being:*	obstinacy, accuracy.
al	*pertaining to, act of:*	electoral, general, literal.
an	*pertaining to, one who*	American, comedian, historian.
ance (ancy)	*state of being, act of:*	repentance, distance, hesitancy.
ant (ent)	*one who, or that which:*	expectant, decadent, merchant.
ary	*belonging to, one who, place where:*	judiciary, secondary.
ate	*having, one who, to*	confederate, moderate, generate.
cle (cule)	*a diminutive: [make:*	spectacle, receptacle, reticule.
ence (ency)	*state of being:*	affluence, eloquence, presidency.
escence (escent)	*becoming:*	reminiscence, acquiescence, coalescent.
fy	*to make:*	modify, liquefy, disqualify.
ic (ical)	*pertaining to, made of, one who:*	gymnastic, phonetic, practical.
id	*quality of:*	valid, frigid, lucid, flaccid.
ile	*able to be, relating to:*	puerile, volatile, servile.
ine	*belonging to:*	sanguine, feminine, doctrine.
ion	*act of, state of being:*	condition, commission, erosion.
ite	*one who is, being:*	definite, favorite, cosmopolite.
ity (ty)	*state or quality of being:*	vivacity, duplicity, velocity.
ive	*one who, that which, having the quality or power of:*	imaginative, lucrative, operative.
ment	*state of being, act of, that which:*	assessment, resentment, appointment.
mony	*state of being, that which:*	acrimony, harmony, ceremony, matrimony.
or	*one who, that which:*	governor, senior, warrior.
ory (ry, ary, ery)	*relating to place where, thing, which:*	accessory, derogatory, dispensary, solitary, cookery, robbery.
ose (ous)	*full of, having:*	jocose, verbose, ponderous.
ple	*fold:*	multiple, couple, sextuple.
tude	*state of being:*	quietude, latitude, gratitude.
ule	*diminutive:*	ridicule, globule, granule.
ulent	*full of:*	fraudulent, corpulent, virulent.
ure	*state or act of, that which:*	pleasure, censure, enclosure, tenure.

English Suffixes

Suffix	*Meaning*	*Application*
dom	*state of being, domain of:*	random, thraldom, freedom, kingdom.
en	*made of, to make:*	wooden, molten, rotten, sodden.
er	*one who, that which, comparative degree:*	printer, runner, songster, voter, larger, longer.
ery (ry)	*place where, state of being, collection, art of:*	husbandry, savagery, drapery, millinery.
est	*most:*	largest, smallest, fastest, greatest.
ful	*full of, causing:*	graceful, resourceful, dreadful.
hood	*state or quality of being:*	manhood, childhood, statehood.
ing	*the act, continuing:*	going, effecting, excluding.
ish	*somewhat like, to make:*	womanish, burnish, English, bookish.
less	*without:*	worthless, speechless, nerveless.
ly	*manner, like:*	tightly, tacitly, nightly, sweetly.
ness	*state or quality of being:*	flatness, loveliness, darkness, costliness.
ship	*state of, office of:*	receivership, workmanship.
some	*full of, causing:*	lonesome, tiresome, irksome.
ster	*one who:*	forester, songster, register.
ward (wards)	*direction of:*	forward, upward, backward, afterwards.

Greek Suffixes

ic (ical) (ac)	*pertaining to, made of, one who:*	empiric, allegoric, topic, maniac, Teutonic, Homeric, psychic.
ic (ics)	*science of:*	pneumatics, hydraulics, dynamics.
ise (ize)	*to make, to give:*	hypnotize, geologize, harmonize.
ism	*state of being, doctrine:*	organism, Americanism, heroism, baptism.
ist	*one who:*	organist, novelist, journalist.

French Suffixes

age	*state of being, act of, that which, a collection of:*	homage, voyage, savage, vintage, heritage, pilgrimage, stoppage.
ee	*one to whom:*	employee, mortgagee, assignee.
eer (ier)	*one who:*	financier, engineer, pioneer.
ess	*female:*	lioness, hostess, enchantress.

Words to be applied: *heritage, harmonize, addressee, consignee*

TWENTIETH LESSON—Review and General Exercise

referred	appreciate	opulence	superintendent
dining	oriental	incidental	correspondence
dependent	auspicious	requisite	proportionate
cameo	eminent	partially	agriculturist
preferring	agitate	opponent	committed
sponging	inferred	physician	circumstance
superintend-[ence	infernal	squeezed	abhorrence
castle	cargo	proximate	economical
expelling	busy	defining	disposition
hating	faucet	criminal	changeable
permanence	agony	fixtures	specification
palace	deficit	sanitary	commenced
cleansing	courtesy	annuity	differential
experience	passages	dealing	submitted
heinous	gratis	chagrin	embellished
acquitted	request	hurriedly	consistency
gazing	property	continue	exclusively
exhausted	remedied	testify	humiliating
luscious	prefer	extent	commotion
impelled	suspend	excitable	microscope
confusing	surety	cistern	antecedent
leisurely	elastic	Saturday	hereinafter
exquisite	assignee	valuable	scrutinize
regretting	proposal	colossal	invincible
fraudulent	antique	occasion	conveying

CHAPTER V

THOSE words called homonyms, which are pronounced alike but spelled differently, can be studied only in connection with their meaning, since the meaning and grammatical use in the sentence is our only key to their form.—*Sherwin Cody in "Word-Study."*

TWENTY-FIRST LESSON—Homophonous Words

adieu	ȧ-dū′	Good-bye; farewell.
ado	ȧ-do͞o′	Fuss; bustle; as, to "make a great ado."
advice	ăd-vīs′	Counsel.
advise	ăd-vīz′	To give counsel.
air	âr	Atmosphere.
heir	âr	One who inherits.
ere	ār or âr	Before; rather than.
e'er	ār or âr	A contraction for *ever*.
allowed	ăl-loud′	Granted; permitted.
aloud	ȧ-loud′	With a loud voice, or great noise; loudly.
assay	ăs-sā′	To test, as ore.
essay	ĕs-sā′	To try; to attempt.
ate	āt	Did eat.
eight	āt	Twice four.
auger	a̤′-gẽr	A tool.
augur	a̤′-gŭr	To predict; a diviner.
aught	a̤t	Anything; any part.
ought	a̤t	Should; to be bound in duty or by moral obligations.
awful	a̤′-ful	Dreadful; frightful.
offal	ŏf′-fȧl	Refuse; that which is thrown away as worthless or unfit for use.
bad	băd	Evil; wicked.
bade	băd	Did bid.
barred	bärd	Restricted or confined.
bard	bärd	A poet.
bared	bârd	Uncovered.

NOTE.—The student should look up, in the unabridged dictionary, the following words, and those having same or similar pronunciation, and construct sentences using them correctly: *cast, cask, caster, cere.*

THE WORDS APPLIED

1 I bade my comrades *adieu* without further *ado.*

2 If you will take my *advice,* I will *advise* you of my whereabouts.

3 "And all the *air* a solemn stillness holds."

4 The *heir* was haughty and put on airs.

5 I will be thrown into Aetna *ere* I will leave her.

6 "As free from passion as *e'er* the gods above."

7 The pupils were not *allowed* to talk *aloud.*

8 He *essayed* to *assay* the ore, but failed.

9 The boy *ate eight* of the apples.

10 An *auger* is a tool larger than a gimlet.

11 "Have you ever found your mind darkened like the sunny landscape by the sudden cloud, which *augurs* a coming tempest?"

12 For *aught* I know, we are lost.

13 *Ought* is synonymous with should, although the stronger word, and implies a moral obligation.

14 She met an *awful* death in the collision.

15 The *offal* should be removed immediately.

16 His *bad* habits were a great detriment to his progress in business.

17 The man *bade* adieu to his wicked life.

18 The *bard* who had *bared* his head to sing before the king was *barred* from his presence.

TWENTY-SECOND LESSON—Homophonous Words

base	bās	Lowest part; vile.
bass	bās	A part in music.
breach	brēch	A gap or opening.
breech	brēch	The hinder part of anything.
bred	brĕd	Reared.
bread	brĕd	An article of food made from flour or meal.
bullion	bụl′-yŭn	Uncoined gold or silver.
bouillon	bo͞o-yôn′	Soup or broth. (*French.*)
bow	bō	A curved form or object.
beau	bō	A dandy; an escort; a lover.
board	bōrd	Sawed timber; food; stated meals.
bored	bōrd	Perforated; wearied by a bore.
born	bôrn	Brought into life.
borne	bōrn	Carried; supported; conveyed.
bourn	bōrn or bo͞orn	A limit; a boundary.
buy	bī	To purchase.
by	bȳ	Near.
bye	bȳ	As in "good-bye."
calendar	kăl′-ĕn-dĕr	An almanac.
calender	kăl′-ĕn-dĕr	A press used to give paper or cloth a smooth, glossy surface.
calvary	kăl′-vȧ-rў	A mountain.
cavalry	kăv′-ȧl-rў	Mounted troops.
canon	kăn′-ŭn	A church law.
cañon	kăn′-yŭn	A defile. (*Spanish.*)
cannon	kăn′-nŭn	A great gun.

NOTE.—The student should look up, in the unabridged dictionary, the following words, and those having same or similar pronunciation, and construct sentences using them correctly: *chaste, coign, cord, corporal.*

THE WORDS APPLIED

1 The man was of a *base* disposition, but had a magnificent *bass* voice.

2 Modern guns are loaded at the *breech*, and are capable of causing a wide *breach* in the strongest armor.

3 Southern-*bred* people are fond of warm *bread*.

4 The miner having disposed of his *bullion*, ordered a cup of *bouillon*.

5 The *bow* was an important part of the equipment of the *beaux* of olden time.

6 *Board* also applies to a number of persons appointed or elected to sit in council for the management of some business.

7 The *board* of the hotel *bored* the guests.

8 *Born* in captivity of the bandits, he was *borne* beyond the *bourn* of Servia.

9 He saw her pass *by* on her way to *buy* her ticket, and waved her a cordial good-*bye*.

10 Well *calendered* paper is often used in printing *calendars*.

11 The *cavalry* marched on toward *Calvary*.

12 "By an ancient *canon* those who administered at the altars of God were forbidden to take any part in the infliction of capital punishment."

13 The grand *cañon* of the Colorado river in Colorado is an inspiring sight.

14 The United States recently tested a *cannon* that would carry a projectile twenty-six miles.

TWENTY-THIRD LESSON—Homophonous Words

canvas	kăn′-v*a*s	Coarse cloth.
canvass	kăn′-v*a*s	To search or solicit.
capital	kăp′-ĭ-t*a*l	Chief city; stock in trade.
capitol	kăp′-ĭ-tŏl	National or state edifice.
caret	kā′-rĕt	(∧) Sign used in writing or printing.
carrot	kăr′-rŭt	A vegetable.
carat	kăr′-ăt	Weight or fineness.
cede	sēd	To yield or surrender.
seed	sēd	Life principle; source; original.
ceil	sēl	To cover the inner side of the roof.
seal	sēl	A sea animal; a stamp.
cell	sĕl	A small apartment; minute elementary structure.
sell	sĕl	To transfer for a price.
seller	sĕl′-lēr	One who sells.
cellar	sĕl′-lēr	A room or rooms under a building.
censer	sĕn′-sēr	A vessel.
censor	sĕn′-sŏr	An examiner; a critic; a reviewer.
cent	sĕnt	A coin.
sent	sĕnt	Did send.
scent	sĕnt	An odor.
cereal	sē′-rē-*a*l	Any edible grain.
serial	sē′-rĭ-*a*l	Pertaining to a series.
Ceres	sē′-rēz	Goddess of corn and tillage.
series	sē′-rēz	A succession of things.

NOTE.—The student should look up, in the unabridged dictionary, the following words, and those having same or similar pronunciation, and construct sentences using them correctly: *crisis, cymbal, dear, deviser.*

THE WORDS APPLIED

1 The word *canvas* is also applied to paintings; as, "History does not bring out clearly upon the *canvas* the details which were familiar."

2 "No previous *canvass* was made for me."

3 Washington and Paris are *capital* cities.

When wealth is used to assist production, it is called *capital*.

4 The *Capitol* at Washington is one of the most beautiful structures in the world.

5 The spelling of the word *caret*, a sign used in printing or writing, should be carefully distinguished from *carat*, signifying weight or fineness, and *carrot*, the name of a vegetable.

6 "The people must *cede* to the government some of their natural rights."

7 "Praise of great acts he scatters as a *seed*."

8 "The greater house he *ceiled* with fir tree."

9 "Like a red *seal* is the setting sun
On the good and the evil men have done."

10 The prisoner was led to the *cell*.

11 "I will buy with you, *sell* with you; but I will not eat with you."

12 The *seller* of the property misrepresented it to the buyer.

13 The *cellar* is generally used as a place in which to store provisions.

14 "Her thoughts are like the fume of frankincense which from a golden *censer* forth doth rise."

15 The *censor* was very much overworked during the Spanish régime in Cuba. "Received with caution by the *censor* of the press."

16 He was given fifty *cents* and *sent* to purchase sweet-*scented* incense. "Half the world is on the wrong *scent* in the pursuit of happiness."

17 *Cereals* form a very important part of the food products of this country.

18 Stories published on the *serial* plan are said by some critics to be on the decline.

19 *Ceres* was the daughter of Saturn and Ops, or Rhea.

20 "During some years his life was a *series* of triumphs."

TWENTY-FOURTH LESSON—Homophonous Words

cession	sĕsh′-ŭn	Compliance; the act of ceding.
session	sĕsh′-ŭn	A sitting.
choir	kwīr	A band of singers.
quire	kwīr	Twenty-four sheets of paper.
cite	sīt	To quote; to notify of a proceeding in court.
site	sīt	Situation or location.
sight	sīt	Vision; act of seeing; a view.
clique	klēk	A group of persons.
click	klĭk	A sharp, non-ringing sound.
coarse	kōrs	Rough.
course	kōrs	Direction; a portion of a meal.
complement	kŏm′-plḗ-*m*ent	Fullness; completion.
compliment	kŏm′-plĭ-mĕnt	Praise; flattery.
confidant	kŏn-fĭ-dănt′	A bosom friend.
confident	kŏn′-fĭ-*d*ent	Positive; sure.
correspondence	kŏr-rḗ-spŏnd′-*e*ns	Intercourse by letter.
correspondents	kŏr-rḗ-spŏnd′-*e*nts	Those who communicate by letter.
counsel	koun′-sĕl	Advice; opinion.
council	koun′-sĭl	An assembly.
currant	kŭr′-r*a*nt	A small fruit.
current	kŭr′-r*e*nt	Course of a stream; now going on (adj.).
core	kōr	The inner part.
corps	kōr	A body of troops.
co-respondent	kō-rḗ-spŏnd′-*e*nt	One who answers jointly with another.
correspondent	kŏr-rḗ-spŏnd′-*e*nt	One who corresponds.

NOTE.—The student should look up, in the unabridged dictionary, the following words, and those having same or similar pronunciation, and construct sentences using them correctly: *dire, earn, faint, fete.*

THE WORDS APPLIED

1 The *cession* of the Philippine Islands by Spain was made upon payment of $20,000,000 by the United States.

2 A *session* of Parliament is opened with a speech from the throne.

3 The *choir* sang the "Recessional" with wonderful feeling.

4 Paper is now sold by the pound, rather than by the *quire*.

5 "The devil can *cite* Scripture to his purpose."

6 He selected the *site* for the building.

7 They never saw a *sight* so fair.

8 The operations of the *clique* were broken up by the *click* of the lock.

9 The *coarse* man took the opposite *course*.

10 Hoffman, the pianist, is not fond of a *course* dinner.

11 "History is the *complement* of poetry."

12 "It is a tedious waste of time to sit and hear so many *compliments* and lies."

13 He was *confident* that his *confidant* had not betrayed him.

14 *Correspondence* should be looked after carefully by *correspondents*.

15 The *counsel* for the railroad company *counseled* the passage of the measure by the city *council*.

16 "*Currants* are so called because the berries resemble in size the small grapes from the Levant."

17 "Our gold's laid up in sunsets, safe from thieves;
And all our *current* silver's in the stars."

18 The *corps* of infantry attempted to reach the *core* of the enemy's base of supplies.

19 The *co-respondent* in the famous suit was a noted *correspondent* of the newspaper.

TWENTY-FIFTH LESSON—Review and General Exercise

adieu	together	transmission	rarely
advise	intense	restaurant	wrought
heir	surplus	comical	remembrance
cite	immaterial	exposition	manipulation
essay	pleasing	supreme	mortification
augur	incite	infringe	independence
offal	cemetery	abscond	figurative
complement	mitigate	antidote	republic
bard	ambiguous	defaulter	frequently
breech	resulted	proposition	nickel
counsel	reservoir	cabbage	bilious
bouillon	possessor	celebrity	commodities
bored	colonel	illustrious	prescription
calendar	brotherhood	nineteenth	boisterous
canon	obligatory	negligent	commencement
canvass	tasty	scripture	variety
caret	perpetrate	stave	effectiveness
cede	captivate	gratify	palsy
ceil	counterfeit	elevator	pestilence
corps	appendix	interline	caterpillar
censer	immoral	glazier	whisky
serial	umbrella	intrude	charity
cession	homely	praise	polish
choir	dullness	admissible	acute
current	preference	proffered	courageously

CHAPTER VI

IT is the height of folly to throw up attempting because you have failed. Failures are wonderful elements in developing the character.—*Max Muller.*

TWENTY-SIXTH LESSON—Homophonous Words

disease	dĭz-ēz′	Sickness.
decease	dē̆-sēs′	Death.
deference	dĕf′-ẽr-*e*ns	Reverence; respect.
difference	dĭf′-fẽr-*e*ns	Dissimilarity; disagreement.
descendant	dē̆-sĕnd′-*a*nt	Offspring.
descendent	dē̆-sĕnd′-*e*nt	Descending; falling.
descent	dē̆-sĕnt′	Declivity; lineage.
dissent	dĭs-sĕnt′	To disagree.
desert	dē̆-zẽrt′	To abandon.
desert	dĕz′-ẽrt	An uninhabited region.
dessert	dĕz-zẽrt′	The last course at dinner.
device	dē̆-vīs′	A contrivance.
devise	dē̆-vīz′	To plan; to bequeath.
dual	dū′-*a*l	Double.
duel	dū′-ĕl	An arranged fight, usually between two.
edition	ē̆-dĭsh′-ŭn	The whole number of copies of a work published at one time.
addition	ăd-dĭ′-shŭn	Act of adding.
effect	ĕf-fĕkt′	To accomplish; result.
affect	ăf-fĕkt′	To influence; to pretend.
elusive	ē̆-lū′-sĭv	Using arts to escape; fallacious.
illusive	ĭl-lū′-sĭv	Deceiving by false show.
emigrant	ĕm′-ĭ-gr*a*nt	One who moves out of a country.
immigrant	ĭm′-mĭ-gr*a*nt	One who moves into a country.
eminent	ĕm′-ĭ-n*e*nt	Distinguished; prominent.
imminent	ĭm′-mĭ-n*e*nt	Impending; threatening.

NOTE.—The student should look up, in the unabridged dictionary, the following words, and those having same or similar pronunciation, and construct sentences using them correctly: *high, hoard, ode, pail*

THE WORDS APPLIED

1 The *disease* which that man had caused his *decease*.

2 The *deference* which was paid to the ruler by the foreigners made a decided *difference* in the attitude of his own people.

3 "As we would have our *descendants* judge us, so ought we to judge our fathers."

4 "This *descendent* juice is that which principally nourishes both fruit and plant."

5 The sudden *descent* of the enemy caused our defeat.

6 "*Dissent* ends in denial at last."

7 He was *deserted* by his guide on the *desert*.

8 The *dessert* was served most artistically.

9 "No mortal builder's most rare *device*
Could match this winter-palace of ice."

10 "Then she plots, then she ruminates, then she *devises*."

11 Pope ascribes to women *dual* passions—love of pleasure and love of power; the latter has led to many a *duel*.

12 This *edition* of Shakespeare makes a wonderful *addition* to artistic literature.

13 It will be impossible to *effect* a settlement on this basis.
(See unabridged dictionary for full meaning of *effect*.)

14 "When we least think it we may be *affecting* others in their whole destiny."
(See unabridged dictionary for full meaning of *affect*.)

15 Nothing is more *illusive* than the *elusive* dream of wealth.

16 *Emigrants* from the United States are rare, while stringent laws have been enacted here to protect us from undesirable *immigrants* from other countries.

17 The *eminent* divine became considerably excited when a collision appeared *imminent*.

TWENTY-SEVENTH LESSON—Homophonous Words

envelop	ĕn-vĕl′-ŏp	To surround, as with a fog, smoke, flames, etc.
envelope	ĕn′-vĕl-ōp	A wrapper; an inclosing cover.
accede	ăk-sēd′	To comply; to agree; to assent.
exceed	ĕk-sēd′	To excel.
except	ĕk-sĕpt′	To omit; to reject.
accept	ăk-sĕpt′	To receive; to agree to.
exercise	ĕks′-ĕr-sīz	Practice; exertion.
exorcise	ĕks′-ŏr-sīz	To cast out evil spirits.
extant	ĕks′-t*a*nt	In existence.
extent	ĕks-tĕnt′	Degree; bulk; size.
genius	jēn′-yŭs	Talent; peculiar character, or animating spirit.
genus	jē′-nŭs	Species or class.
hear	hēr	To hearken.
here	hēr	In this place.
impassable	ĭm-păs′-ȧ-b'l	Not admitting a passage.
impassible	ĭm-păs′-sĭ-b'l	Incapable of suffering; unfeeling; without sensation.
incite	ĭn-sīt′	To move to action; to stir up.
insight	ĭn′-sīt	Understanding; discernment; perception.
indict	ĭn-dīt′	To charge with a crime or accuse formally.
indite	ĭn-dīt′	To compose; to write.
ingenious	ĭn-jēn′-yŭs	Possessing inventive skill.
ingenuous	ĭn-jĕn′-ū̆-ŭs	Artless; sincere.
instance	ĭn′-st*a*ns	Occasion; solicitation; to refer to.
instant	ĭn′-st*a*nt	Urgent; current.

NOTE.—The student should look up, in the unabridged dictionary, the following words, and those having same or similar pronunciation, and construct sentences using them correctly: *pearl, perjury, prescription*

THE WORDS APPLIED

1 A cloud of smoke almost always *envelops* Chicago, causing no end of distress to people who affect dainty dress.

2 The *envelope* was misdirected.

3 I reluctantly *accede* to your request, although the amount *exceeds* that stipulated in our agreement.

4 The price includes everything *except* freight charges. (See unabridged dictionary for use of *except.*)

5 "*Accept* the place the divine providence has found for you." (See unabridged dictionary for use of *accept.*)

6 "The *exercise* of criticism never fails to destroy, for the time, our sensibility to the beauty of every composition."

7 "Hennepin caused great astonishment among the Indians by performing the Catholic service before them. They imagined he was *exorcising* the devil."

8 Many copies of the work are still *extant* in the provinces, though the *extent* of the circulation is not known.

9 "*Genius* is not a single power, but a combination of great powers." "The sixteenth century was an age of surpassing poetic *genius.*"

10 *Genus* is a comprehensive term used in classifying groups of animals or plants.

11 Come *here* and *hear* what I have to say.

12 An *impassable* barrier was detected at first sight.

13 She sat through the entire performance perfectly *impassible.*

14 His clear *insight* into all modern sciences *incited* many to envy.

15 "It is the peculiar province of the grand jury to *indict.*"

16 "Hear how learned Greece her useful rules *indites.*"

17 "Washington was an *ingenius* man, possessed of an *ingenuous* love of truth."

18 For *instance*, had the train not been delayed, the engineer would not have met his *instant* doom.

TWENTY-EIGHTH LESSON—Homophonous Words

irruption	ĭr-rŭp′-shŭn	Invasion; inroad.
eruption	ē-rŭp′-shŭn	A breaking out.
plain	plān	Clear; level; candid.
plane	plān	A tool; even; level; flat.
pore	pōr	A minute opening; also, to study.
pour	pōr	To cause to flow.
prescribe	prē-skrīb′	To order; to direct.
proscribe	prō-skrīb′	To denounce, condemn; outlaw; exile; banish.
presentiment	prē-sĕn′-tĭ-ment	An omen; a warning; vague perception.
presentment	prē-zĕnt′-ment	A setting forth to view.
principal	prĭn′-sĭ-pal	Chief; a leader.
principle	prĭn′-sĭ-p'l	Integrity; a primary truth.
prophesy	prŏf′-ē-sī	To utter predictions.
prophecy	prŏf′-ē-sy	That which is foretold.
rays	rāz	The elements of light; lines of light.
raze	rāz	To demolish; to overthrow.
raise	rāz	To lift up.
residence	rĕz′-ĭ-dens	The place or dwelling where one resides.
residents	rĕz′-ĭ-dents	The inhabitants of a place.
root	rōōt	Underground part of a plant.
route	rōōt or rout	Direction or course.
salvage	săl′-vāj	That which is saved from fire or shipwreck.
selvage	sĕl′-vāj	The edge of woven fabrics.
sculptor	skŭlp′-tēr	One who sculptures.
sculpture	skŭlp′-tŭr	The art of carving images.

NOTE.—The student should look up, in the unabridged dictionary, the following words, and those having same or similar pronunciation, and construct sentences using them correctly: *profit, quarts, rancor, recede*

THE WORDS APPLIED

1 The *irruption* occurred immediately before the *eruption* of the volcano.

2 To be *plain*, the carpenter will use a *plane* to make a *plain* surface.

3 She will *pore* over the book while her mother *pours* the tea.

4 "The necessities which initiate government themselves *prescribe* the actions of government."

5 "Sylla and the triumvirs never *proscribed* so many men as *they* do by their ignorant edicts."

6 "Magic, and all that is ascribed to it, is a deep *presentiment* of the powers of science."

7 "Thus I hurl my dazzling spells into the spongy air of power to cheat the eye with blear illusion, and give it false *presentment*."

8 He was appointed *principal* of the high school.

9 "In all governments truly republican, men are nothing—*principle* is everything."

10 "Always *prophesy* good fortune unless there is an absolute impossibility of the *prophecy's* being fulfilled."

11 The *rays* of the sun beat down fiercely on the building which had just been *razed* by the wind.

12 "Danvers undertook to *raise* the city from the ruins."

13 Richard Grant White objects to the term *residence*, as commonly used, but the *residents* are quite willing that their homes should be called by the high-sounding name of *residences*.

14 The abnormal desire for money is the *root* of many evils, and often offers a direct *route* to ruin.

15 The *salvage* on the velvets was very large, as an examination showed that only the *selvage* had been destroyed.

16 The *sculptor* was a great admirer of ancient *sculpture*.

TWENTY-NINTH LESSON—Homophonous Words

seas	sēz	Plural of sea.
seize	sēz	To grasp.
stationary	stā′-shŭn-å-rў	In a fixed position.
stationery	stā′-shŭn-ĕr-ў	Writing materials.
straight	strāt	Direct; not deviating.
strait	strāt	Difficulty; a narrow passage.
subtile	sŭb′-tĭl or sŭt′-ˀl	Thin; delicate, as a "subtile" web.
subtle	sŭt′-ˀl	Artful; sly.
suite	swēt	A retinue; a set of apartments.
sweet	swēt	Sugary; pleasing to the senses.
tare	târ	A weed; deduction for weight of cask, wrapping, etc.
tear	târ	To rend or pull apart.
their	thâr	Possessive of "they."
there	thâr	In that place.
to	to͞o	A preposition; unto.
too	to͞o	Also; expressing excess, as "too much."
two	to͞o	Twice one; a pair.
verses	vĕr′-sẹz	Poetry; stanzas.
versus	vĕr′-sŭs	Against.
waive	wāv	To relinquish.
wave	wāv	An undulation.
ware	wâr	Merchandise.
wear	wâr	To last; to endure; to carry on the person.
waste	wāst	To squander.
waist	wāst	Middle part of the body.

NOTE.—The student should look up, in the unabridged dictionary, the following words, and those having same or similar pronunciation, and construct sentences using them correctly: *root*, *rung*, *sac*, *sailer*.

THE WORDS APPLIED

1 A man often *sees* opportunities slip from him which he was unable to *seize* because of being submerged in *seas* of indecision.

2 The price of *stationery* remains *stationary*.

3 "He shows himself to be a man of wide reading, a pretty *straight* thinker, and a lively and independent critic."

4 The poor fellow was in desperate *straits*.

5 "He forges the *subtile* and delicate air into wise and melodious words."

6 "The *subtle* mind of Iago glides to its object with the soft celerity of a panther's tread."

7 The *suite* of the Chinese minister comprised over sixty persons.

8 Children are usually fond of *sweet* cakes.
"'Tis *sweet* to be at home again, after an absence abroad."

9 The *tare* on a bale of cotton is thirty pounds; the hooks used in handling it *tear* great holes in the covering.

10 *There* has been a change made in *their* plans.

11 *Two* dollars will be *too* much *to* allow him for so small a service.

12 The poet Austin has been accused by critics of writing *verses* that could not properly be termed poetry.

13 *Vs.* is the abbreviation for *versus*, meaning *against*.

14 He *waved* the man aside impetuously, and said he would *waive* all rights to the property.

15 Granite *ware* will out*wear* the ordinary kind.

16 Do not *waste* time; lost time can never be regained.

17 The Venus de Medici measures twenty-six inches around the *waist*.

THIRTIETH LESSON—Review and General Exercise

correspondent	purify	appraisal	commendable
clique	exhilarate	necessary	arrangements
confidant	succumb	reasonable	manufacturing
counsel	obscure	accustom	acknowledg-[ment
decease	rebate	cleanly	complement
deference	ensuing	notebook	descendent
dissent	lawyer	curiosity	rendezvous
dessert	laboratory	antedate	thanksgiving
devise	emblem	renovate	penitentiary
dual	irregular	thresher	superiority
eminent	Tuesday	assign	organization
illusive	hitherto	college	professional
immigrant	existence	hazardous	completion
accede	author	vengeance	inflammation
exorcise	flexibility	grotesque	missionary
extant	teachable	guarantee	impression
genus	holiday	celluloid	implements
impassible	irritate	usury	deposition
indite	sincerely	important	catechism
ingenuous	polar	accurate	suffering
irruption	stampede	exception	alphabet
except	steward	definitely	naturally
extent	miner	progress	impatiently
poll	propel	valuing	intently
reliable	ancient	unwieldy	universal

CHAPTER VII

ONE of the things in life which we use the most and value the least is language. It is the distinction of our race, our highest prerogative, the instrument of our progress. It is the bond of brotherhood, too, and the body in which truth becomes incarnate. The thought-history of the race is written in the very structure of its speech; and a language or a dialect is as significant of great social forces now long spent as the strata of the earth's surface are concerning seismic energies.

—*John Coleman Adams.*

THIRTY-FIRST LESSON—Discriminated Words

caution	kạ′-shŭn	To warn; to exhort; to take heed.
advise	ăd-vīz′	To give advice to.
benefit	bĕn′-ė̇-fĭt	Whatever promotes prosperity and personal happiness, or adds value to property.
advantage	ăd-văn′-tăj	Any condition favorable to a desired end.
contrary	kŏn′-trå-rў	In an opposite direction.
adverse	ăd′-vērs	Acting against.
opposite	ŏp′-pŏ-zĭt	Extremely different.
apprehension	ăp-prē-hĕn′-shŭn	Fear or distrust.
alarm	å-lärm′	Warning sound to attract attention.
partnership	pärt′-nēr-shĭp	An association of persons for the prosecution of an undertaking, or a business on joint account.
league	lēg	The combination of two or more nations, parties or persons, for the accomplishment of a purpose.
alliance	ăl-lī′-*a*ns	A union or connection of interests between families, states, parties, etc.
permit	pēr-mĭt′	To suffer to be done; to give leave.
allow	ăl-lou′	To grant license to; to consent to.
pastime	pås′-tīm	That which serves to make time pass agreeably.
recreation	rĕk-rē-ā′-shŭn	Refreshment of the strength and spirits after toil.
amusement	å-mūz′-mĕnt	Pleasurable excitement; that which amuses.
affinity	ăf-fĭn′-ĭ-tў	Relation by marriage.
consanguinity	kŏn-săn-gwĭn′-ĭ-tў	Relation by blood.
cure	kūr	Successful remedial treatment; restorative.
remedy	rĕm′-ė̇-dў	Setting right of anything that has gone wrong.
animosity	ăn-ĭ-mŏs′-ĭ-tў	Energetic and active personal dislike.
hostility	hŏs-tĭl′-ĭ-tў	State of being hostile; enmity.
agreement	å-grē′-*m*ent	The act of coming into accord; mutual consent.
contract	kŏn′-trăkt	Binding agreement between individuals, formally written and executed.

Words to be applied in sentences: *reply, answer, obvious, apparent*

THE WORDS APPLIED

1 "You *cautioned* me against their charms."

2 *Advise* your friends to vote to change the measure.

3 Some *benefits* are conferred; others are reaped.

4 The educated man has a distinct *advantage* over the uneducated man.

5 Things are *contrary* which have very great unlikeness to each other, in character and attributes.

6 *Adverse* circumstances retard and make most difficult the progress of our purposes and schemes.

7 The *contrary* have wide differences; the *opposite* have nothing in common.

8 "The pain of death is most in *apprehension*."

9 *Alarms* were instantly sounded, and the employees, panic-stricken, rushed from the burning building.

10 "He that has but five shillings in the *partnership* has as good a right to it as he that has five hundred pounds has to his larger proportion."

11 The Merchants' *League* has accomplished much toward furthering the interests of our city.

12 The *alliance* between the powers saved China from dismemberment.

13 Why does the city *permit* its public grounds to be used for such questionable amusements?

14 How can you *allow* the child to play in such inclement weather?

15 Many persons find golf a most excellent *recreation;* many others find in cards a pleasant *pastime.*

16 The play was written expressly for the *amusement* of the king.

17 There is an *affinity* between husband and wife, in consequence of the marriage tie. It is well if there be also an *affinity* of sentiment and taste.

18 "Am I not *consanguineous?* Am I not of her blood?"

19 To *remedy* a disease is simply to remove it; to *cure* it is to remove the cause.

20 *Animosity* exists between individuals, *hostility* between nations.

21 To *agree* is to come to terms; to *contract* is to reduce terms to writing.

THIRTY-SECOND LESSON—Discriminated Words

colleague	kŏl′-lēg	One united with another in tenure of office or discharge of official duty.
partner	pärt′-nēr	Partaker; associate; joint owner.
confines	kŏn′-fīns	Common boundary; border.
limits	lĭm′-ĭts	That which bounds or circumscribes in a material manner.
duty	dū′-tў	That which one is bound to do, or perform.
obligation	ŏb′-lĭ-gā′-shŭn	Act of obligating or binding.
like (liking)	līk	To be pleased with; to enjoy.
love	lŭv	Affection; fondness; devotion.
fault	fa̤lt	Anything wanting or that impairs excellence.
blemish	blĕm′-ĭsh	To mark with deformity; to mar.
defect	dē̤-fĕkt′	Want of something necessary for completeness.
glory	glō′-rў	Praise; reputation; fame.
honor	ŏn′-ēr	Esteem due to worth; integrity.
pretty	prĭt′-tў	Characterized by beauty of a delicate kind.
handsome	hăn′-sŭm	Agreeable to the eye or to good taste in form and appearance.
splendid	sp̄lĕn′-dĭd	Brightly shining; magnificent; illustrious.
renowned	rē̤-nound′	The state of being widely known for one's great achievements of merit.
celebrated	sĕl′-ē̤-brā′-tĕd	Having celebrity; distinguished.
notorious	nō̤-tō′-rĭ-ŭs	Known to disadvantage; unfavorably conspicuous.
choked	chōkt	Stopping of anything through which a free passage or current ought to exist.
suffocated	sŭf′-fō̤-kā-tĕd	*Suffocated* is only applicable properly to living beings.
smothered	smŭth′-ērd	*Smothered* is used of such stoppage of air as is produced by an overwhelming mass from without.
surprised	sûr-prīzd′	Come upon suddenly.
astonished	ăs-tŏn′-ĭsht	Surprised greatly, as with something unaccountable.

Words to be applied: *personalty, personality, realty, reality*

THE WORDS APPLIED

1 A *colleague* is one who is united with another in the tenure of office or the discharge of an official duty; a *partner* is commonly one who takes part in a social community of interest, whether grave or gay.

2 We speak of the *confines* of a country, of the *limits* of a city.

3 A *duty* can never be against reason; an *obligation* may be even absurd. *Obligation* is defined by the extent of the power which obligates; *duty* by the ability of the subject who performs.

4 *Love* involves some degree of admiration, though admiration is not in itself *love;* but we may *like* persons for amiable qualities, even when these qualities betray weakness.

5 A *fault* is a *defect* as referred to human agency; as, a *fault* of perspective in painting, while the fading of a color under natural influences is a *blemish*. Anything which deteriorates an article, or detracts from its completeness, whether as a work of art or a piece of furniture, is a *defect*.

6 *Honor* is never entirely separated from virtue; but *glory* may have no connection with it. *Honor* must ever regard the rights of others; *glory* may be earned at their expense. *Glory* attends great deeds; *honor* attends the discharge of duty. Therefore we may, if we please, despise *glory*, but it is ill to despise *honor*.

7 A *pretty* cottage; a *handsome* house; *a splendid* mansion.

8 Milton speaks of "some *renowned* metropolis with glistening spires."

9 Kipling is a *celebrated* author.

10 He was *notorious* for his bad actions.

11 We are *choked* by food; *suffocated* by foul air; *smothered* by being forcibly excluded from the air.

12 We are *surprised* at what was unexpected. We are *astonished* at what was above our comprehension. The singular *surprises*, the marvelous *astonishes*. Cleverness *surprises*, genius *astonishes*.

THIRTY-THIRD LESSON—Discriminated Words

differ	dĭf′-fẽr	*Differ* is employed of personal matters of minor consequence.
dispute	dĭs-pūt′	*Dispute* is a difference more or less strong kept within the bounds of argument.
quarrel	kwŏr′-rĕl	An angry dispute; brawl; affray.
obstacle	ŏb′-st*a*-k'l	The *obstacle* is something before you, which stops your progress.
impediment	ĭm-pĕd′-ĭ-m*e*nt	The *impediment* is here and there, around and about you, to detain you in your movements.
oblige	ŏ-blīj′	To constrain by moral inducement; to place under an obligation or neçessity.
bound	bound	Morally or legally constrained or compelled.
discreet	dĭs-krēt′	*Discreet* involves the natural aptitude to discern between good and evil, truth and falsehood.
prudent	prụ′-d*e*nt	*Prudence* prompts to the desirable if it be safe.
faded	fād′-ĕd	Having lost color or vigor.
withered	wĭth′-ẽrd	Faded; dried up; decayed.
choose	chōōs	To make choice of.
prefer	prẽ-fẽr′ [b'l	To esteem above others.
impracticable	ĭm-prăk′-tĭ-kȧ-	Not in existing circumstances possible.
impossible	ĭm-pŏs′-sĭ-b'l	Not in nature possible.
libel	lī′-bĕl	Anything tending to lessen, degrade, or asperse character or reputation or to bring into disrepute.
defamation	dĕf′-ȧ-mā-′shŭn	Malicious and groundless injury done or attempted to be done to the reputation or good name of another.
detained	dẽ-tānd′	Held back or restrained from proceeding; stayed; stopped.
hindered	hĭn′-dẽrd	Kept from or delayed in action, progress, motion or growth.
apprehend	ăp-prẽ-hĕnd′	*Apprehend* is literally to lay hold of by the mind.
comprehend	kŏm-prẽ-hĕnd′	To comprehend is to embrace a thing in all its extent.
join	join	To *join* is to put things into permanent contact.

Words to be applied in sentences: *extent, large, maintain, discernment*

unite	ū-nīt′	To *unite* is to join things in such fashion that they may be *one*.
remunerate	rē̤-mū′-nēr-āt	*Remuneration* is commonly taken in the sense of compensation for personal services done.
compensate	kŏm′-pĕn-sāt	To *compensate* is to furnish an equivalent for anything lost or parted with by another.

THE WORDS APPLIED

1 We *differ* about a matter; we *dispute* about it after differing; we *quarrel* after the dispute.

2 An *impediment* is vexatious. An *obstacle* may even provoke to courage and additional effort.

3 We are *obliged* by necessity. We are *bound* by obligation.

4 The *prudent* man prepares for what is coming; the *discreet* man judges of present affairs.

5 The *faded* may be revived. The *withered* cannot revive.

6 We *choose* one from a number; we *prefer* one to another.

7 That which is *impracticable* is theoretically possible, but cannot be done under existing conditions. That which is *impossible* cannot be done at all.

8 *Libel* is slander written or published; *defamation* is slander spoken.

9 We are *detained* by waiting for something; we are *hindered* by the badness of the roads.

10 I *apprehend* a thing when it is brought into direct relation to my own mind; I *comprehend* a thing when I know all about it.

11 When two streams *join* they become *united* into one. Men *unite* in esteem; they may *join* in battle.

12 We *remunerate* for services received; we *compensate* for injury or loss.

THIRTY-FOURTH LESSON—Discriminated Words

return	rē-tûrn′	To cause to take again a former position; to repay in kind.
restore	rē-stōr′	To cause to assume a former condition; to repair.
surrender	sŭr-rĕn′-dĕr	To yield possession of to another upon compulsion or demand.
ability	ȧ-bĭl′-ĭ-tў	Power of applying knowledge to practical purposes.
capacity	kȧ-păs′-ĭ-tў	Power of receiving knowledge.
discover	dĭs-kŭv′-ẽr	To find out; disclose; reveal; detect.
invent	ĭn-vĕnt′	To contrive; to devise; contrivance of that which did not exist before.
specimen	spĕs′-ĭ-men	A *specimen* is a representative of the class of thing to which it belongs.
sample	săm′-p'l	A sample is a part of the thing itself.
adjoining	ăd-join′-ĭng	In contact with.
adjacent	ăd-jā′-sent	Near.
liable	lī′-ȧ-b'l	Do not say "It is liable to rain," for
likely	līk′-lў	"It is likely to rain."
obsolete	ŏb′-sō-lēt	Gone out of use.
extinct	ĕks-tĭnkt′	Not now existing.
temperance	tĕm′-pẽr-ans	Moderation.
abstinence	ăb′-stĭ-nens	Doing entirely without.
benevolence	bē-nĕv′-ō-lens	The desire to do good.
beneficence	bē-nĕf′-ĭ-sens	Active goodness.
tacit	tăs′-ĭt	Implied, but not expressed in words. Tacit is employed of things abstract.
silent	sī′-lent	Silent characterizes either persons or things.
transpire	trăn-spīr′	Does not mean to happen, but to escape from secrecy, to leak out.
happen	hăp′-p'n	
character	kăr′-ăk-tẽr	What one really is.
reputation	rĕp′-ū-tā′-shŭn	What others think him to be.

Words to be applied in sentences: *invoke, authentic, abolish, profession*

THE WORDS APPLIED

1 We *return* what was borrowed or lent; we *restore* what was taken or given; we *surrender* what is ours by right.

2 His *capacity* for acquiring knowledge was phenomenal, but he was singularly lacking in *ability* to apply it.

3 Newton *discovered* the law of gravitation; Edison *invented* a method of applying that law to the crushing of iron ore.

4 *Specimen* pages of the book have been carefully examined, and we should now like to see *samples* of the proposed binding.

5 The lots are *adjoining*, but the houses on them are only *adjacent*.

6 We are *liable* for our debts; we are *likely* to make friends if we are truthful, honest, ambitious, and thoughtful.

7 *Obsolete* is applied chiefly to terms, documents, customs, and observances, and is never used of persons. Volcanoes, races of people, and animals may become *extinct*.

8 Some are compelled to take refuge in *abstinence*, feeling their inability to be *temperate*.

9 Self-denial does not belong to *beneficence*, because the beneficent is above the condition of suffering from a diminution of what he possesses when he bestows upon others. The *benevolent* man may want the means of being liberal in matters of money or gifts, but he will naturally give when he can and according to his means, from a disposition to wish well to others.

10 Friendship, when strict, comprehends a *tacit* agreement and covenant between those who enter into it, to look upon the concerns of each other in a great measure as their own. "How *silent* is this town!"

11 The verb *transpire* formerly conveyed very expressively its correct meaning, namely, to become known through unnoticed channels—to exhale, as it were, into publicity through invisible pores, like a vapor or gas disengaging itself. A practice has commenced of employing this word as a mere synonym of *happen*. Such use of the word is condemned by the best writers.

12 *Character* is borne, *reputation* acquired, credit given. *Reputation* is more than ordinary; *character* and credit belong to ordinary deeds, conduct, and persons.

THIRTY-FIFTH LESSON—Review and General Exercise

obligation	relapse	applaud	impracticable
honor	horticulture	miracle	remuneration
splendid	mortgage	monotonous	inconvenience
celebrated	voucher	supersede	dollar
surprised	jobber	incessant	unconstitu-[tional
differ	wreckage	prejudice	unscrupulous
quarrel	occurrences	suspicious	circumference
alliance	thankful	mercantile	accomplished
obstacle	cocoa	rivalry	incorporation
discernment	punctuation	precipice	consolidated
choose	frigid	leisure	unmanageable
apprehend	install	intentions	perpendicular
remunerate	frustrate	patronage	vicious
surrender	commute	outstanding	degraded
sympathize	inventor	information	benefit
renowned	cabinet	bureau	cosmetic
reciprocal	rescind	positively	aggrieve
tacit	citizen	admittance	merchandise
reputation	delinquent	grammar	exorbitant
comprehend	competition	auspices	punctual
agreement	beginner	disturb	spindle
pretense	impel	customary	collectible
colleague	sophomore	unglazed	peculiarities
specimen	analyses	signal	predecessor
beneficence	precious	coincide	century

CHAPTER VIII

"THERE is a fascination in the mere sound of articulated breath; of consonants that resist with the firmness of a maid of honor, or half or wholly yield to the wooing lips; of vowels that flow and murmur, each after its kind; the peremptory *b* and *p*, the brittle *k*, the vibrating *r*, the insinuating *s*, the feathery *f*, the velvety *v*, the bell-voiced *m*, the tranquil broad *a*, the penetrating *e*, the cooing *u*, the emotional *o*, and the beautiful combinations of alternate rock and stream, as it were, that they give to the rippling flow of speech—there is a fascination in the skillful handling of these, which the great poets and even prose-writers have not disdained to acknowledge and use to recommend their thought."—*Holmes.*

THIRTY-SIXTH LESSON—Possessive Forms

RULE: The possessive *singular* of nouns is formed by adding an apostrophe and an *s* to the nominative.

Write the possessive singular of the following:

child	Alice	history	box
lass	woman	letter	watch
guide	James	hero	postman
night	Frances	tourist	girl
lady	minister	fortune	man
year	month	day	season

RULE: The possessive of *plural* nouns is formed by adding an apostrophe to the nominative plural if it ends in *s*; if the nominative plural does not end in *s*, add an apostrophe and an *s*. In proper names ending in *s*, the authorities favor adding the apostrophe and *s*. For example: James's aunt.

Write the possessive plural of the following:

attorney	house	man	colony
witness	robber	boy	cavern
student	lady	woman	dwarf
mechanic	mouse	chief	pupil
stationer	chimney	girl	railway
mother	child	lawyer	season
month	day	year	manufacturer

THE WORDS APPLIED—Dictation Exercise

The members of the Mothers' Club were entertained by the president. Stationers' supplies were manufactured there. The department store advertised men's, women's, boys' and girls' clothing, at prices lower than they had been before in many years. The students met at the mechanics' pavilion. He found the lady's handbag containing a pair of ladies' gloves. Frances's interpretation of the minister's poem was very clever. The hero's grave was pointed out to the party of tourists. The colonies' defection brought on the war. A year's work in a girls' school will be the best for her. James's watch was used as a compass by the guides. Alice's return is looked for within ten days' time. The witnesses' actions on the witness stand should be carefully observed by the jury. A month's time was needed to deliver the packages. A three days' trip was made to New York by Mr. Morris's aunt.

THIRTY-SEVENTH LESSON—How Plurals are Formed

RULE: The plurals of nouns ending in *y* preceded by a *consonant* are formed by changing *y* into *i* and adding *es* to the singular.

Form the plurals of the following:

variety	authority	necessity	courtesy
melody	auxiliary	society	quantity
discovery	prodigy	luxury	security
ecstasy	destiny	cruelty	inaccuracy
prophecy	company	mystery	incapacity
monopoly	treasury	tragedy	story

RULE: The plurals of nouns ending in *y* preceded by a *vowel* are formed by adding *s* to the singular.

Form the plurals of the following:

pulley	Thursday	essay	attorney
affray	money	donkey	parley
covey	assay	galley	jockey
holiday	alloy	relay	pathway
chimney	envoy	abbey	roundelay
stairway	decoy	journey	survey

THE WORDS APPLIED—Dictation Exercise

Many things that were formerly counted as *luxuries* are now considered among the *necessities* of life. She went into *ecstasies* over the beauty of the *melodies*. The *varieties* in the *monopolies*, and their frequent financial *cruelties*, were among the *discoveries* of the *authorities*. The *inaccuracies* in the statements of these *societies*, as to the amounts in their *treasuries*, are astonishing. The *mysteries* and *tragedies* of life form the themes of many brilliant *essays*. These *companies* and their *auxiliaries* were subjected to the close scrutiny of the examiners. Men are masters of their *destinies*. Many of the *prodigies* of history were short-lived. The court reprimanded the *attorneys* for their long *parleys*. *Surveys* were made of the grounds around the *abbeys*. In their *journeys* the *envoys* sometimes rode *donkeys*. His *essays* on the *assays* of *moneys* and their *alloys* were read with interest. *Decoys* were used to lure the *convoys*. The *jockeys* on *holidays* engage in many *affrays*.

THIRTY-EIGHTH LESSON—Forming Plurals

RULE: The plural of most nouns ending in *o* is formed by adding *s* to the singular:

altos	quartos	palmettos	contraltos
studios	folios	cameos	embryos
pianos	sopranos	bassos	tobaccos
solos	mementos	ratios	porticos
provisos	tyros	stilettos	frescos
intaglios	halos	dittos	imbroglios

RULE: The plural of some nouns ending in *o* is formed by adding *es* to the singular:

potatoes	torpedoes	manifestoes	grottoes
vetoes	tornadoes	mosquitoes	dadoes
embargoes	buffaloes	desperadoes	mangoes
cargoes	calicoes	mottoes	volcanoes
negroes	echoes	tomatoes	innuendoes
aloes	bilboes	porticoes	stuccoes

THE WORDS APPLIED—Dictation Exercise

The *pianos* in the *studios* were often used to accompany the *sopranos*. The *cargoes* were made up of *potatoes*, *calicoes*, *tobaccos*, *tomatoes*, and *mangoes*, and were unloaded by *negroes*. *Cameos* are the exact opposites of *intaglios*. The *solos* of the *bassos* were repeated in the *echoes*. *Desperadoes*, armed with *stilettos*, were engaged in noisy *imbroglios*. Splendid *frescos* adorned the *dadoes* on the *porticos*. Many *innuendoes* were obscured in the *provisos* of the *manifestoes*. Both *tornadoes* and *volcanoes* strike terror to the hearts of the inhabitants of many countries. *Embargoes* were placed on *torpedoes*. *Mementos* and *mottoes* were included in the collection. *Buffaloes* in America are very scarce. The *relays* were run on *Thursdays*. Both the *chimneys* and the *stairways* have been completed. The *securities* were produced in *quantities*.

Form plurals: *medley, railway, parody, mercy.*

THIRTY-NINTH LESSON—Forming Plurals

RULE: The plural of most nouns ending in *f* or *fe* is formed by adding *s* to the singular:

puffs	gulfs	waifs	cleffs
sheriffs	beliefs	cliffs	staffs
giraffes	briefs	skiffs	cuffs
strifes	proofs	bluffs	hoofs
plaintiffs	roofs	muffs	chefs
dwarfs	stuffs	bailiffs	handkerchiefs

Some nouns ending in *f* or *fe*, however, form their plural by changing *f* or *fe* into *v* and adding *es* to the singular:

Sing.	*Plur.*	*Sing.*	*Plur.*
wife	wives	shelf	shelves
thief	thieves	wolf	wolves
knife	knives	life	lives
half	halves	wharf	wharves
beef	beeves	calf	calves
elf	elves	leaf	leaves
loaf	loaves	sheaf	sheaves

THE WORDS APPLIED—Dictation Exercise

Puffs of wind from the *cliffs* made the flight of the aeroplanes perilous. The *wives* of the *thieves* were left on the *wharves;* the *grief* of the *thieves* was real. Glue was made from the *hoofs* of the *calves* and the *beeves*. Dye *stuffs* formed the larger part of the cargo, which consisted also of *muffs*, *cuffs*, and *knives*. *Proofs* of the *strifes* could not be produced. The competition between the *chefs* resulted in some wonderful dishes. *Briefs* were prepared for both *plaintiffs* and defendants. The Gulf of Mexico is the largest of the *gulfs*. The various *staffs* of the army were called into consultation. *Proofs* of collusion between the *sheriffs* was found. The queer *beliefs* of the *waifs* were caused by the severity of their *lives*.

Form plurals: *lady, comedy, agency, legacy.*

FORTIETH LESSON—Review and General Exercise

abbreviate	indelible	description	imperative
initial	blamable	equally	women's
fulfill	prophecies	fascinate	incessant
abstinence	breadth	manufacturers	cylinder
ladies'	guarantee	balancing	incredible
convenience	luxuries	fictitious	brilliancy
adaptation	casual	ratios	girls'
lady's	attorneys	allegiance	individual
anguish	carrying	forfeiture	boy's
witnesses	horizon	liquify	inheritance
anticipate	lavish	child's	moneys
irreparable	civilize	function	innocence
apparatus	pulleys	irascible	aggregate
tobaccos	collegiate	grievance	insensible
eligible	comparative	auxiliaries	ecstacies
appreciate	mosquitoes	essays	beliefs
lineal	compelling	government	necessities
initiate	immediate	holiday	labeling
athlete	conscience	circulation	holidays
experience	surveys	hypnotize	languish
auditor	debit	idealize	absorption
insignificant	implicit	coerce	library
believe	dependent	ignoble	architecture
essential	tragedies	treasuries	lieutenant
benefited	incorrigible	illusion	hysterical

CHAPTER IX

WORDS OF OPPOSITE MEANING

SYNONYMS and antonyms are especially adapted to oral recitation. The teacher may stimulate competition by asking for original oral sentences giving both the word under discussion, and its opposite. This will necessarily call for advance preparation by the student, which will be a valuable aid in inducing frequent consultation of the dictionary. One day may be devoted to spelling, pronunciation and definitions of the words, and another to sentence work. The teacher will have wide opportunity for talks on the discrimination in the use of words while on this section.

"Words Often Mispronounced" are introduced to stimulate interest in pronunciation, and to supplement the dictionary work already given. The student must consult the dictionary to get the correct pronunciation, and should be required to make up a list of the words in the day's lesson, mark them diacritically, and show the accent. The recitation will necessarily be given orally.

FORTY-FIRST LESSON—Words of Opposite Meaning

The Word	*The Antonym*	*The Word*	*The Antonym*
ability	weakness	calculate	conjecture
abundance	scarcity	positive	uncertain
busy	idle	intercept	despatch
acknowledge	disclaim	introductory	conclusive
include	exclude	seldom	often
adopt	reject	consecutive	disordered
inhale	exhale	create	destroy
advertise	suppress	consequence	insignificance
abstract	concrete	within	without
arouse	allay	consolidate	disintegrate
fearful	fearless	collect	scatter
attention	disregard	obtuse	acute
ruddy	pallid	extend	contract
before	after	concave	convex
either	neither	familiar	uncommon
belief	dissent	natural	artificial
inward	outward	feeble	robust
depth	surface	barren	fertile
export	import	frugal	extravagant
brevity	extension	persuade	dissuade
minor	major	pertinent	unrelated
brilliant	dull	interior	exterior
ingenuous	reserved	declare	contradict
casual	regular	capricious	inflexible
liquid	solid	fixed	changeable

Antonyms to be applied: *suspend, support, established, victory*

FORTY-SECOND LESSON—Words of Opposite Meaning

The Word	*The Antonym*	*The Word*	*The Antonym*
indispensable	unnecessary	perfect	defective
advance	recede	physical	mental
censure	praise	politic	unwise
instinct	reason	superior	inferior
charitable	unkind	definite	vague
intricate	simple	previous	subsequent
effect	cause	probable	unlikely
jovial	gloomy	lavish	sparing
justify	condemn	public	secret
youthful	mature	quaint	commonplace
knowledge	ignorance	worldly	spiritual
hidden	exposed	real	fictitious
loose	fastened	worthless	costly
lucid	obscure	commend	disapprove
false	true	satisfaction	discontent
noble	mean	reduce	enlarge
merit	worthlessness	radical	conservative
treacherous	sincere	refute	confirm
servile	independent	liberate	confine
lenient	harsh	surrender	withhold
laborer	employer	remote	close
monopoly	competition	mortal	divine
oppose	support	hinder	advance
order	confusion	scant	ample
local	universal	restore	remove

Antonyms to be applied: *profuse, project, guide, economize*

FORTY-THIRD LESSON—Words Often Mispronounced

acclimate	caricature	courteous	epitome
acoustics	cassimere	courtesy	equanimity
admirable	casualty	credence	executor
aeronaut	chastisement	culinary	exemplary
aeroplane	chauffeur	cursed	exhilarate
aged	chirography	debris	exorbitant
agriculturist	circuitous	decade	extant
alias	cognizance	decadence	extraordinary
almond	cognizant	deficit	exuberant
altercate	colleague	demonstrative	facetious
alternate	combatant	denunciate	facsimile
amenable	commensur-[able	depot	February
apparatus	comparable	derelict	finale
appendicitis	complaisance	despicable	finance
apricot	comptroller	desultory	financier
architect	confiscate	disputant	formidable
arctic	connoisseur	docile	gaseous
asparagus	consummate	ductile	glycerine
aspirant	contrary	economical	government
asphalt	controversy	elite	granary
authoritative	contumely	enervate	gratis
auxiliary	conversant	enunciate	gratuitous
avoirdupois	coterie	envelope	guardian
bronchitis	coupon	epicurean	harassed
buoyancy	courier	epistle	heinous

Consult the dictionary for pronunciation

FORTY-FOURTH LESSON—Words Often Mispronounced

heroine
heroism
holocaust
homage
homogeneous
horizon
hostile
ignoramus
illustrate
illustrated
illustrative
implacable
indubitable
incomparable
increment
indefatigable
indisputable
indissolubly
inexplicable
inquiry
integral
interested
interesting
irrefutable
irreparable
irrevocable
juvenile
laboratory
lamentable
learned
long-lived
ludicrous
magazine
maintenance
maritime
medicinal
medieval
mensurable
mischievous
monarchical
naïve
nausea
neuralgia
obduracy
paltry
pantomime
patriot
patron
patronage
pecuniary
pedestal
patronize
peremptory
placable
placard
plagiarism
plebeian
precedence
preferable
profile
projectile
protégé
pumice
recipe
reconnois-[sance
refutable
reparable
repartee
reputable
respirable
respite
restaurant
revocable
ribald
robust
romance
roseate
routine
sagacious
satiate
simultaneous
sinecure
sleek
squalid
squalor
status
stupendous
strata
suavity
subtle
suffice
tapestry
tenacious
tepid
tremendous
trespass
vehement
versatile
vindictive
zoölogy

Consult the dictionary for pronunciation

FORTY-FIFTH LESSON—Review and General Exercise. Words Often Mispronounced.

scientific	admirably	egotism	ordeal
scrutinize	advertisement	exigency	partiality
retrieve	aristocrat	explicable	precedent
reversion	audacious	exquisite	predecessor
progressive	bade	fidelity	prestige
racial	cemetery	fiduciary	pretense
definite	civilization	genial	process
physique	cleanly	genuine	purport
skillful	coadjutor	gigantic	referable
sphere	column	grievous	research
remonstrate	comely	grimace	resource
repetition	compromise	hospitable	rinse
preparation	concentrate	hygienic	series
offense	construe	hypocrisy	slough
omniscient	contrast	importune	strategic
capricious	courteous	inaugurate	surprise
ostracize	decisive	inexorable	therefore
pretentious	decorous	irremediable	unlearned
reiterate	demonstrate	isolate	usurp
serviceable	deaf	leisure	valuable
perilous	details	lethargic	vanquish
prejudice	diphtheria	lieutenant	vehemence
sacrifice	direct	negligee	veracious
permeable	discrepancy	occult	vindicatory
cessation	domicile	opponent	vivacious

CHAPTER X

KEEP your faith in all beautiful things; in the sun when it is hidden; in the spring when it is gone. . . . And then you will find that Duty and Service and Sacrifice—all the old ogres and bugbears of life—have joys imprisoned in their deepest dungeons! And it is for you to set them free—the immortal joys that no one—no living soul, or fate, or circumstance—can rob you of, once you have released them.—*Roy Rolfe Gilson.*

FORTY-SIXTH LESSON—Words used in Law

abscond	ăb-skŏnd′	To steal away to avoid a legal process.
attorney	ăt-tûr′-nȳ	One who is legally appointed by another to transact business for him.
cross-question	krŏs′-kwĕs′-chŭn	To cross-examine; to question minutely or repeatedly.
intestate	ĭn-tĕs′-tāt	Without a will.
litigate	lĭt′-ĭ-gāt	To contest in law.
technicality	tĕk-nĭ-kăl′-ĭ-tȳ	That which is peculiar to any profession.
accessory	ăk-sĕs′-sŏ-rȳ	Accompanying; aiding crime, though not present at the perpetration.
code	kōd	A collection of laws.
document	dŏk′-ū-mĕnt	A legal paper, written to furnish evidence or proof.
invalid	ĭn-văl′-ĭd	Void; of no force.
probate	prō′-bāt	Proof of wills, etc.
testament	tĕs′-tȧ-ment	A will.
acquittal	ăk-kwĭt′-tal	Formal release from a charge.
libel	lī′-bĕl	To defame.
ratable	rāt′-ȧ-b'l	Liable to taxation.
testimony	tĕs′-tĭ-mŏ-nȳ	Evidence; proof.
adjure	ăd-jūr′	To charge, bind, or command earnestly.
license	lī′-sĕns	A written document by which permission is granted.
venue	vĕn′-ū	Place of trial; neighborhood.
advocate	ăd′-vŏ-kāt	One who pleads for another.
verdict	vûr′-dĭkt	Judgment; decision.
affidavit	ăf′-fĭ-dā′-vĭt	A written declaration upon oath.
veto	vē′-tŏ	An authoritative prohibition.
alibi	ăl′-ĭ-bī	A plea of having been in another place at the time an offense is alleged to have been committed.
alimony	ăl′-ĭ-mŏ-nȳ	A separate maintenance.

Words to be applied: *absolve, adequate, administrator, acknowledge*

THE WORDS APPLIED

1 "He must, for reasons which nobody could define, have *absconded*."

2 "An *attorney* may have general powers to act for another, or his power may be special."

3 The witness was then subjected to a rigid *cross-questioning*.

4 To die *intestate* is to leave property at the mercy of lawyers.

5 The effect of this ruling will be to provoke endless *litigation*.

6 The culprit was freed on a mere *technicality*.

7 An *accomplice* is usually a principal; an *accessory*, never.

8 "The business of the world could not be carried forward one day without a most complete *code* of customs."

9 Every *document* in connection with this case must be produced.

10 The contract was declared *invalid* by the eminent counsel.

11 In strictness, a *testament* differs from a will in that it bequeaths personal property only; but the words are commonly used interchangeably. The will was immediately *probated*.

12 His influential friends were instrumental in securing his *acquittal*.

13 *Libel* is defined in law as the crime of issuing a malicious defamatory publication.

14 This property is not *ratable*.

15 *Testimony* is the evidence of one; *evidence* may comprehend the testimony of many.

16 "Joshua *adjured* them at that time, saying, Cursed be the man before the Lord, that riseth up and buildeth this city of Jericho."

17 "Liberty sometimes runs to *license*, not because it is bad in itself, but because human passion perverts its principle."

18 The defendant, through counsel, immediately asked for a change of *venue*.

19 We *defend* persons, *plead* for their necessities, *advocate* their cause.

20 The *verdict* was universally denounced.

21 "*Affidavits* are usually required when evidence is to be laid before a judge or court."

22 It was a foregone conclusion that the governor would *veto* the measure.

23 The prisoner cannot prove an *alibi*.

24 The defendant was allowed $100 per week *alimony*.

FORTY-SEVENTH LESSON—Words used in Law

executrix	ĕks-ĕk′-ū-trĭks	A female executor.
guardian	gärd′-ĭ-*an*	One in charge of the person or property of a minor.
illegal	ĭl-lē′-g'l	Not lawful.
justice	jŭs′-tĭs	Merited reward or punishment.
lenient	lē′-nĭ-*ent*	Acting without severity; merciful.
judgment	jŭj′-mĕnt	Decision of a court.
inherit	ĭn-hĕr′-ĭt	To receive by birth.
nullify	nŭl′-lĭ-fī	To deprive of legal force; to make void.
lien	lēn	A legal claim.
deponent	dė̆-pō′-n*ent*	One who gives written testimony to be used in court.
notary	nō′-tȧ-rў	An officer who certifies deeds, etc.
plaintiff	plān′-tĭf	The person who commences a suit.
injustice	ĭn-jŭs′-tĭs	Violation of the rights of a person.
expiate	ĕks′-pĭ-āt	To atone for.
bailable	bāl′-ȧ-b'l	Capable of being set free after arrest, by giving a bond.
client	klī′-ĕnt	One who receives advice from a lawyer, on a question of law.
arbitrary	är′-bĭ-trȧ-rў	Absolute in power; despotic.
defendant	dė̆-fĕnd′-ănt	The accused person; one who opposes a complaint.
penalty	pĕn′-'l-tў	Punishment for crime or offense.
mortgage	môr′-gĕj	A conveyance of property as security for debt.
fiat	fī′-ăt	A decree.
certificate	sẽr-tĭf′-ĭ-kāt	A declaration in writing.
amenable	ȧ-mē′-nȧ-b'l	Tractable; responsible.
appraisal	ăp-prāz′-*al*	A valuation of property by an authority.
legatee	lĕg-ȧ-tē′	A person to whom a legacy is bequeathed.

Words to be applied: *corroborate, claimant, judicial, legacy*

THE WORDS APPLIED

1 The news that she had been appointed *executrix* of the estate was received with disfavor by the other heirs.

2 "The *guardian*, with us, performs the office of both the tutor and curator of the Roman laws."

3 Such restraint of trade is considered *illegal* by high authorities.

4 *Justice* is the giving to every person exactly what he deserves.

5 "A critic should be *lenient* when considering speculations of this nature."

6 *Judgment* has been entered against the defendant.

7 "The rich man's son *inherits* lands, and piles of brick, and stone, and gold."

8 The effect of this contraction in the two clauses is to *nullify* the force of the whole act.

9 This charge is a *lien* upon the property.

10 The *deponent* was detected in contradicting himself.

11 This paper must be acknowledged before a *notary* public.

12 The *plaintiff* in this case is a well-known business man.

13 He felt that great *injustice* had been done him.

14 "Italy has *expiated* with centuries of slavery the crime of having conquered the world."

15 All crimes are *bailable* except treason and murder.

16 "Advocates must deal plainly with their *clients*."

17 "*Arbitrary* governments may have territory and distant possessions, because *arbitrary* governments may rule them by different laws and different systems."

18 "A *defendant* is one who is summoned into court, that he may have opportunity to defend, deny, or oppose the demand or charge, and maintain his own right."

19 The judge is sure to inflict the extreme *penalty*.

20 The *mortgage* had never been properly released.

21 Without precedent, and in the face of the *fiat* of the court, they went ahead.

22 A *certificate* of incorporation has been filed with the Secretary of State.

23 "He is the most friendly and *amenable* creature in existence."

24 The *appraisal* of the property was considered just and proper.

25 "No! Mammon makes the world his *legatee* through fear, not love."

FORTY-EIGHTH LESSON—Words used in Law

voucher	vouch′-ẽr	A person who is surety for another; also a receipt.
signature	sĭg′-nȧ-tūr	One's name written by his own hand.
tribunal	trī-bū′-nal	A court of justice.
codicil	kŏd′-ĭ-sĭl	Supplement to a will.
bequest	bẽ-kwĕst′	A legacy.
guilty	gĭlt′-y̆	Having guilt; wicked.
plea	plē	Argument; that which is alleged by one in support of his cause.
trespass	trĕs′-pas	Unlawful or forbidden entrance or passage.
valid	văl′-ĭd	Having legal force.
heritage	hĕr′-ĭt-āj	That which is inherited; inheritance.
authority	ạu-thŏr′-ĭ-ty̆	Warrant; legal power; rule.
jurisdiction	jūr-ĭs-dĭk′-shŭn	Legal power; the limit within which power may be exerted.
equitably	ĕk′-wĭ-tȧ-bly̆	Justly; impartially.
lawyer	lạ′-yẽr	A practitioner of law.
retribution	rĕt-rĭ-bū′-shŭn	Reward and punishment.
executor	ĕks-ĕk′-ū-tẽr	One who performs.
vindicate	vĭn′-dĭ-kāt	To justify; to defend successfully.
appeal	ăp-pēl′	To make application for the trial of a cause in a higher court.
sue	sū	To seek justice by legal process.
executive	ĕks-ĕk′-ū-tĭv	Concerned with putting the laws in force.
legitimate	lẽ-jĭt′-ĭ-māt	According to law, rule or precedent; lawful; regular; orderly.
perjury	pẽr′-jū-ry̆	False swearing.
mortgagee	môr-gȧ́-jē′	A person to whom a mortgage is given.
mortgagor	môr′-gȧ́-jôr	A person who conveys property as security for the payment of debt.
subpoena	sŭb-pē′-nȧ	A writ commanding the attendance in court of the person on whom it is served, as a witness.

Words to be applied: *agreement, allege, clemency, attestation*

THE WORDS APPLIED

1 "He caused the accounts to be examined by the proper officer, who, after comparing every article with its *voucher*, certified them to be right."

2 The *signature* was declared to be a forgery.

3 "Fenwick eluded the justice of the ordinary *tribunals*."

4 A *codicil* to the will completely upset their plans.

5 "In a political sense, Christianity is the *bequest* the Roman empire gave to the world."

6 "I know not which to pronounce the more *guilty:* the nation that inflicts the wrong or that which quietly submits to it."

7 The *plea* set up in his behalf was puerile.

8 "To *trespass* upon another's rights is literally to step or pass across the line of demarcation between his rights and ours."

9 It has been pronounced a *valid* contract by our counsel.

10 His writings have become the eternal *heritage* of mankind.

11 "The love of exercising power has been found to be so universal that no class of men who have possessed *authority* have been able to avoid abusing it."

12 "Charles I bound himself never again to subject his people to the *jurisdiction* of courts-martial."

13 "A government whose laws have been *equitably* administered, and which is free and just, has always developed the powers of the human mind."

14 The term "*lawyer*" is general, and includes attorneys, solicitors, counselors, advocates, etc.

15 "In all great religions we find one God; in all, personal morality, with *retribution*."

16 "An *executor* derives his title from the will of his testator."

17 "He deserves much more that *vindicates* his country from a tyrant than he that serves a citizen."

18 We will take an *appeal* to the supreme court.

19 He had threatened to *sue* me if I did not comply with his wishes.

20 "He was not an impulsive man, but the *executive* man to march the troops into the field and carry on the war."

21 "There are themes which are too entirely horrible for *legitimate* fiction."

22 "Perjure is now almost wholly applied to the commission of the crime of *perjury*."

23 The *mortgagee* in this case is very much dissatisfied.

24 The *mortgagor* has been notified of the foreclosure proceedings.

25 A *subpœna* will be duly issued and served.

FORTY-NINTH LESSON—Words Used in Law

absolve	ăb-sŏlv′	To set free; to release from obligation, debt or expense.
accuse	ăk-kūz′	To charge with or declare to have committed a crime or offense.
administer	ăd-mĭn′-ĭs-tẽr	To perform the office of administrator; to act officially.
admiralty	ăd′-mĭr-*a*l-tў	The court which has jurisdiction of maritime questions and offenses.
amnesty	ăm′-nĕs-tў	An act of the sovereign power granting a general pardon for a past offense.
rebuttal	rẽ-bŭt′-t*a*l	The giving of evidence on the part of the plaintiff to destroy the effect of evidence introduced by the defendant in the same suit.
archives	är′-kīvz	Public records or documents preserved as evidence of facts.
assessor	ăs-sĕs′-sẽr	One appointed to assess persons or property for the purpose of taxation.
attestation	ăt-tĕs-tā′-shŭn	A solemn or official declaration in support of a fact; evidence.
bailiff	bāl′-ĭf	A sheriff's officer, or constable.
catechise	kăt′-ẽ-kīz	To question or interrogate, sometimes with a view of reproof.
clemency	klĕm′-*e*n-sў	Disposition to forgive and spare.
conviction	kŏn-vĭk′-shŭn	The act or process of finding guilty, or the state of being found guilty.
corroborate	kŏr-rŏb′-ŏ-rāt	To make more certain; to confirm; to establish.
criminal	krĭm′-ĭ-n*a*l	One who has committed a crime.
docket	dŏk′-ĕt	A book of original entries kept by clerks of courts.
equity	ĕk′-wĭ-tў	An equitable claim; impartiality.
indictment	ĭn-dīt′-m*e*nt	The formal statement of an offense found by the grand jury.
injunction	ĭn-jŭnk′-shŭn	A writ or process granted by a court of equity whereby a party is required to do or refrain from doing certain acts.
inquest	ĭn′-kwĕst	Official examination.
judicial	jū-dĭsh′-*a*l	Pertaining or appropriate to courts of justice or to a judge.
legacy	lĕg′-ă-sў	A gift of property by will.

Words to be applied: *magistrate, elected, equitable, precinct*

legal	lē′-gal	Lawful; constitutional.
magistrate	măj′-gĭs-trāt	A person clothed with power as a public civil officer.
pleading	plēd′-ĭng	The act of advocating or supporting a cause by arguments.

THE WORDS APPLIED

1 We speak of a man as *absolved* from something that binds his conscience.
2 In law *accuse* means to charge with an offense judicially, or by a public process.
3 Mr. James *administered* the estate of the deceased.
4 In America, *admiralty* jurisdiction is vested in the district courts of the United States.
5 This genial gentleman, who was the acknowledged leader of the insurrection, was afterward granted *amnesty* by the king.
6 He was allowed five minutes for *rebuttal*.
7 "He spent his days exploring the ancient *archives* of his family."
8 The *assessor* was declared to be too slack in his duties.
9 The truth appears from the *attestation* of witnesses. The subscription of a name to a writing as a witness is also an *attestation*.
10 The precinct within which a *bailiff* has jurisdiction is called a bailiwick.
11 The counsel in *catechising* the witness tried to lead him into self-condemnation.
12 They had applied for the royal *clemency*.
13 "*Conviction* may accrue in two ways."
14 "The concurrence of all *corroborates* the same truth."
15 *Criminal* applies especially to one who is found guilty by a verdict, confession, or proof.
16 In the United States, *docket* means a list or calendar of causes ready for hearing or trial.
17 "Christianity secures both the private interests of men and the public peace, enforcing all justice and *equity*."
18 The validity of an *indictment*—a finding by the grand jury—is essential.
19 "An *injunction* is more generally used as a preventive than as a restorative process."
20 "A coroner's *inquest* is held to determine the cause of any violent, sudden, or mysterious death."
21 "It was not a moral, but a *judicial* law, and so was abrogated."
22 Legacy is also used in a figurative sense; as, "a *legacy* of dishonor."
23 The *legal* assets of the concern had already been seized.
24 "Of *magistrates* some also are supreme, in whom the sovereign power of the state resides; others are subordinate."
25 The *pleading* of the case was listened to with rapt attention by all present.

FIFTIETH LESSON—Review and General Exercise

absolve	acceptable	treason	luxurious
administer	inaccuracy	fiercely	indorsement
annuity	combustible	assuming	respectable
bailiff	oblique	degenerate	rehearsal
catechise	trespass	misconstrue	extinguish
corroborate	dictate	methodical	experience
indictment	ornamental	composition	humorist
judicial	individuals	brochure	imperative
legacy	careless	confidence	syndicate
rebuttal	hereafter	numerical	dictionary
affidavit	railroads	dissipate	useful
verdict	unsurpassed	ventilate	dissatisfaction
alimony	various	reliance	extraordinary
attorney	distributed	roughen	melancholy
executrix	especially	liniment	intrinsic
expiate	basis	solvable	cartage
amenable	permitted	recipient	vicinity
judgment	theoretical	diphtheria	luncheon
mortgagee	forethought	lessee	superb
subpoena	enormous	medicine	chargeable
equitably	editorial	confidant	nervous
codicil	cassimere	arbitrary	substantiate
vindicate	treatise	scissors	pharmacy
heritage	copyists	cashier	scenery
authority	succession	magician	gorgeous

CHAPTER XI

SHOW US

By Herbert Kaufman

YOU say that you *deserve* success;
Pitch in, and start to *show us.*
We think that you deserve *far less,*
And *ought* to be *below* us.
It's up to *you* and what you *do;*
Mere empty *words* won't *change* our view.

Come, prove our viewpoint isn't *true!*
Results are all that we will *count;*
If you can *climb,* begin and *mount!*
Present your case—we're on the jury;
But *all* of us are from *Missouri.*

FIFTY-FIRST LESSON—Words used in Business

abstract	ăb′-străkt [shŭn	A summary or an epitome.
accommodation	ăk-kŏm′-mŏ-dā′-	A loan of money.
account	ăk-kount′	A recital of transactions.
acknowledgment	ăk-nŏl′-ĕj-mĕnt	Legal declaration or avowal of one's own act.
acquittance	ăk-kwīt′-tăns	A release or discharge from debt or other liability.
ad valorem	ăd vå-lō′-rĕm	A duty upon goods according to their value.
advances	ăd-văn′-sĕz	Money or value supplied beforehand.
appraisement	ăp-prāz′-mĕnt	The act of setting the value.
arbitration	är-bĭ-trā′-shŭn	The act of arbitrating.
assess	ăs-sĕs′	To make a valuation for the purpose of taxation.
assets	ăs′-sĕts	The entire property of all sorts belonging to a person, a corporation, or an estate.
assignment	ăs-sīn′-mĕnt	Transfer of the property of a bankrupt to certain persons for the benefit of creditors.
attachment	ăt-tăch′-mĕnt	A seizure by legal process.
barter	bär′-tẹr	The act of exchanging; to exchange.
bear	bâr	A person who sells stocks or securities for future delivery.
bonus	bō′-nŭs	Money paid in addition to a stated compensation.
broker	brō′-kẽr	An agent employed to effect bargains between other parties.
bullion	bụl′-yŭn	Uncoined gold or silver.
bushel	bụsh′-ĕl	A measure containing thirty-two quarts.
check	chĕk	A written order upon a bank to pay money as therein stated.
clearances	klēr′-ăn-sĕz	Grain or flour shipped by water.
clearings	klēr′-ĭngz	The gross amount of the balances adjusted in the clearing-house.
clientele	klī′-ĕn-tēl′	One's clients, collectively.
conservator	kŏn′-sẽr-vā′-tẽr	An official preserver.
consign	kŏn-sīn′	To send or address to an agent or correspondent in another place.

Words to be applied: *acceptance, capitalist, accrue, assignee*

THE WORDS APPLIED

1 "An *abstract* of title is an epitome of the evidences of ownership."

2 "An *accommodation* bill is drawn, accepted, or indorsed by one to enable another to obtain credit."

3 An *account* current is a running or continued account between two or more parties.

4 We are aware that the *acknowledgment* of the deed is taken.

5 "You can procure *acquittances* for such a sum from special officers."

6 The goods were subjected to an *ad valorem* duty.

7 "The account was made up with intent to show what *advances* had been made."

8 The litigants consented to the *appraisement* of the committee.

9 The coal strike was finally submitted to *arbitration*.

10 "This sum is *assessed* and raised upon individuals by commissioners appointed in the act."

11 In balancing accounts the *assets* are put on the credit side.

12 "General *assignment* means, more fully, an assignment for the benefit of creditors."

13 He succeeded in obtaining an injunction restraining the *attachment* of the property.

14 "When article is exchanged for article without the use of money or credit, it is simple *barter*."

15 "The *bears* and bulls of the stock exchange are said to be so called in allusion to the bear's habit of pulling downward and the bull's of tossing up."

16 "The banks which now hold the deposits pay nothing to the public; they give no *bonus*, they pay no annuity."

17 The commission payable as the *broker's* compensation for his services is styled "*brokerage*."

18 "We hold a demand check upon every bank in Europe for the coin or *bullion* on which we maintain the specie standard of value."

19 "A half-barrel, holding about a *bushel* and a half of oysters, is called a *bushel* barrel."

20 "The use of money is immensely economized by the *check* and credit system."

21 A *clearance* is a certificate from the proper authorities that a vessel has complied with the law and has leave to sail.

22 The bank *clearings* in New York are very large.

23 The *clientele* of the theater was famous for its culture.

24 It is a function of trust companies to act as *conservators* of estates.

25 The goods were *consigned* to our London agent.

FIFTY-SECOND LESSON—Words used in Business

consols	kŏn′-sŏlz	Leading British government securities.
corner	kôr′-nẽr	To get control of a stock or commodity.
corporation	kôr-pọ̊-rā′-shŭn	A firm or association authorized by law with the capacity of transacting business as an individual.
creditors	krĕd′-ĭt-ẽrz	Those who have given credit.
customs	kŭs′-tŭms	Duties upon imported or exported commodities.
deliveries	dẹ̊-lĭv′-ẽr-ĭz	Delivery of property in fulfillment of contracts.
demurrage	dẹ̊-mŭr′-rạ̊j	The allowance for the delay beyond the time permitted for unloading a vessel.
dishonor	dĭs-ŏn′-ẽr	The non-payment or non-acceptance of commercial paper.
dividends	dĭv′-ĭ-dĕndz	Returns on investments.
draft	drạ̊ft	An order from one bank or individual upon another for the payment of money.
drawback	drạ̈′-băk	Rebates allowed from regular rates charged for transportation.
duty	dū′-tў	A tax on the importation or exportation of goods.
embargo	ĕm-bär′-gọ̊	A prohibition to sail.
entering	ĕn′-tẽr-ĭng	Lodgment of a manifest of goods at custom house.
excise	ĕks-sīz′	An inland tax on goods.
failure	fāl′-ụ̊r	Inability to meet one's financial engagements.
future	fū′-tụ̊r	Property bought or sold at the call or demand of the buyer or seller.
incorporated	ĭn-kôr′-pọ̊-rāt′-ĕd	Formed into a legal body.
hypothecate	hī-pŏth′-ẹ̊-kāt	To pledge anything for money borrowed.
indorse	ĭn-dôrs′	To write one's name on negotiable paper; to sanction.
insolvent	ĭn-sŏl′-vent	Not having sufficient estate to pay debts.
installment	ĭn-stạ̊l′-ment	A part of a sum of money to be paid at a particular time.

Words to be applied: *company, co-operate, depreciate, consignee*

limited	lĭm′-ĭt-ĕd	After "company" signifies the members are individually liable for the company's debts only to a specified amount.
liquidation	lĭk′-wĭ-dā′-shŭn	The selling out of property previously bought or contracted for.
long	lŏng	One who has property bought in anticipation of a rise in price.

THE WORDS APPLIED

1 During the Boer war, British *consols* fell considerably.
2 The attempt to *corner* the wheat market has invariably resulted in disaster to those who attempt it.
3 New Jersey is said to be the home of *corporations*.
4 The *creditors* of the concern duly proved their claims.
5 He was appointed collector of *customs* of the port.
6 Some doubted his ability to effect the *deliveries* according to contract.
7 The *demurrage* on the consignment was considerable.
8 "In consequence of this *dishonor* of his draft he had found himself, for more than a month, destitute of funds."
9 Assessments on stock are sometimes spoken of as Irish *dividends*.
10 He was unable to pay and his *draft* went to protest.
11 The *drawback* on the shipment amounted to $27.00.
12 Some travelers take delight in trying to avoid *duty* on goods.
13 Bostonians placed an effective *embargo* upon tea.
14 No attempt was made at *entering* the goods at the custom house.
15 The taxes were classed respectively as *excise* customs, or tolls, and transit duties.
16 The *failure* of the bank so affected the stock market that many of the firms became seriously involved.
17 "Senator Washburn introduced a bill defining 'options' and '*futures*,' and imposing special taxes on dealers therein."
18 "He had no power to *hypothecate* any part of the public revenue."
19 The company is *incorporated*, but its charter is unrecorded.
20 He *indorsed* the check and turned it over to his creditors.
21 The company being *insolvent*, filed a schedule in bankruptcy.
22 The second *installment* becomes due on the 15th.
23 A *limited* partnership consists of a general and a special partner.
24 Signing in *liquidation* is the act of signing for the firm, by that member of it who is charged with the business of settlement, or *liquidation*.
25 *Long*, in the commercial world, signifies holding or held for a rise.

FIFTY-THIRD LESSON—Words used in Business

margin	mär′-gĭn	Money or collaterals deposited with a broker to protect contracts.
net	nĕt	Clear of all charges and deductions.
nominal	nŏm′-ĭ-n*a*l	Existing in name only.
note	nōt	A written acknowledgment of a debt, or promise to pay at a specified time.
option	ŏp′-shŭn	Property bought or sold at the call or demand of the buyer or seller.
overissue	ō′-vēr-ĭsh′-ū	An issuing, as of notes, beyond or in excess of the capital stock.
oversold	ō′-vēr-sōld′	The reverse of "overbought."
pig	pĭg	A mass of iron or other metal as first extracted from the ore.
point	point	On stock exchanges, a "point" is understood to mean one dollar a share.
privileges	prĭv′-ĭ-lĕj-ĕz	A contract giving the holder the privilege of tendering to or calling for a certain number of shares of a certain stock, or a specified quantity.
promoter	prō-mōt′-ēr	An organizer of companies and enterprises.
prorate	prō-rāt′	To divide, distribute or assess proportionately.
replevin	rē-plĕv′-ĭn	The action taken to recover possession of goods or chattels wrongfully held.
reprisal	rē-prīz′-*a*l	Property taken by a nation to satisfy an injury done by an enemy.
scalper	skălp′-ēr	One who trades in options continually; also applied to railroad ticket brokers.
short	shôrt	One who has sold property for future delivery in anticipation of a decline.
sovereign	sŏv′-ēr-ĭn	A British gold coin, the same in value as a pound sterling, or $4.86½.
syndicate	sĭn′-dĭ-k*at*	A combination of persons for business purposes.
tierce	tērs	In speculative dealings a tierce of lard is figured at 340 pounds.
tonnage	tŭn′-nāj	The amount or quantity of freight handled by rail or marine.
trover	trō′-ver	An action to recover for the value of goods wrongfully converted.
trust	trŭst	A combination of business interests having for its object monopoly in special lines.

Words to be applied: *indorsee, discrepancy, traffic, premium*

trustee	trŭst-ē′	One who is intrusted with property for the benefit of another.
underwriter	ŭn′-dĕr-rīt-ĕr	One who subscribes for stock in a company in the expectation of placing or reselling; also one who insures.
voucher	vouch′-ĕr	A paper which serves to vouch for the correctness of accounts.

THE WORDS APPLIED

1 He refused to put up further *margins* to protect the contracts.
2 These are the *net* prices on these goods.
3 For this we will make only a *nominal* charge.
4 In Connecticut a *note* must be dated on a week day to make it legally binding.
5 His *option* on the property expires on the 15th.
6 "This is not the first time this company has been guilty of an *overissue*."
7 In going over the contracts of the firm, it was found that it had considerably *oversold*.
8 A *pig* of lead weighs 301 pounds.
9 On the stock exchange the unit of variation in price per share is a *point*. Look up the definition of both *privilege* and *option* in an unabridged dictionary.
10 The *promoter* found himself in financial difficulties so complex that he was doomed to irretrievable failure.
11 The corporation will *prorate* dividends on the first of next month.
12 A writ of *replevin* was duly issued.
13 "A *reprisal* is the use of force by one nation against property of another to obtain redress without thereby commencing war."
14 He saved $5.38 by buying his ticket of a *scalper*.
15 "I am still *short* of Northern Pacific."
16 The British *sovereign* contains 123.274 grains of gold, 11/12 fine.
17 A *syndicate* was formed to extend the electric lines to all of the suburban cities.
18 *Tierce* is also applied to a cask containing 42 wine gallons. "In 1886, the freighting through the great African canal amounted to a gross *tonnage* of 8,133,313 tons."
19 *Trover* was originally an action of trespass.
20 The *trust* question is a serious one in the United States.
21 One of the functions of a trust company is to act as *trustee*.
22 Individuals, as well as companies, *underwrite* policies of insurance.
23 Please attach your explanation to the *voucher*, and return promptly.

FIFTY-FOURTH LESSON—Words Used in Business

acceptance	ăk-sĕpt′-*a*ns	An assent by the person on whom a bill of exchange is drawn to pay it when due.
accrue	ăk-krụ′	To increase; to augment.
actuary	ăk′-tụ̊-ā̊-rў	The computing official of an insurance company.
adjustment	ăd-jŭst′-mĕnt	The act of adjusting.
administrator	ăd-mĭn-ĭs-trā′-tĕr	One to whom the right of administration has been committed.
allotment	ăl-lŏt′-mĕnt	That which is allotted; a share.
annuity	ăn-nū′-ĭ-tў	An annual allowance.
arbitrage	är′-bĭ-trā̊j	A traffic in bills of exchange.
assignee	ăs-sĭ-nē′	A person to whom an assignment is made.
auditor	ạ′-dĭt-ẽr	An examiner of accounts.
balance	băl′-*a*ns	An equality between the sums total of the two sides of an account; also the excess on either side.
bankruptcy	băn̲k′-rŭpt-cў	State of being bankrupt.
bargain	bär′-gĕn	An agreement concerning the sale of property.
borrower	bŏr′-rṏ-ẽr	One who borrows.
brokerage	brōk′-ẽr-ā̊j	The commission charged by a broker.
cablegram	kā′-b'l′-grăm	A message sent by submarine telegraph.
cancel	kăn′-sĕl	To annul or destroy.
capitalist	kăp′-ĭt-*a*l-ĭst	A person of large wealth engaged in the business of investing money.
cargo	kär′-gṏ	Goods, merchandise, or whatever is conveyed in a vessel or boat.
certify	sẽr′-tĭ-fī	To testify in writing; to verify.
charter	chär′-tẽr	The hiring of a vessel by special contract.
coinage	koin′-ā̊j	The act or process of converting metal into money.
collateral	kŏl-lăt′-ẽr-*a*l	Additional security.
collectible	kŏl-lĕkt′-ĭ-b'l	Capable of being collected.
combination	kŏm-bĭ-nā′-shŭn	The act or process of combining or uniting persons or things; the result of combining.

Words to be applied: *assignor, administratrix, stocks, bonds*

THE WORDS APPLIED

1 The bill of exchange itself, when accepted, is also called an *acceptance.*

2 "He spoke of the great and essential advantages *accruing* to society from the freedom of the press."

3 The official whose profession it is to calculate for insurance companies the risks and premiums for life, fire and other insurances, is called an *actuary.*

4 "Success depends on the nicest and minutest *adjustment* of the parts concerned."

5 "The *administrator* of the estate was considered very fair in all his dealings."

6 The *allotment* of lands in the West by the government is decided upon by drawings.

7 An *annuity* is usually a sum of money payable yearly, to continue for a given number of years.

8 Traffic in stocks, which have different values at the same time in different markets, is also called *arbitrage.*

9 An *assignee* may also become an executor.

10 In the United States Government there are *auditors* of the treasury and of the public accounts.

11 His *balance* at the bank was not so large as he had expected.

12 He was, in fact, in a condition of *bankruptcy.*

13 A contract is a *bargain* that is legally binding.

14 "Neither a *borrower* nor a lender be."

15 A broker is an agent employed to effect bargains and contracts between other persons for a compensation called *brokerage.*

16 The expense of sending *cablegrams* is often very great.

17 He was unwilling to *cancel* the policy.

18 The *capitalists* of America are the wealthiest in the world.

19 In law, the term *cargo* does not usually include live stock.

20 When a bank *certifies* a check it guarantees the payment of it.

21 The steamship was *chartered* at a great saving.

22 The question of free *coinage* of silver was one that stirred the country from end to end.

23 *Collateral* security is security for the performance of agreements or payment of money besides the principal security.

24 The bills were said to be *uncollectible.*

25 *Combinations* in restraint of trade are theoretically unlawful.

FIFTY-FIFTH LESSON—Review and General Exercise

replevin	likelihood	demurrer	speculation
scalper	surgery	although	underwriter
sovereign	terrible	export	beneficiary
squeezed	business	debatable	commutation
syndicate	science	settlement	manipulate
articles	arraign	always	architectural
accrued	tenacity	allowable	inaugurate
clearings	antiseptic	yield	fermenting
collateral	monastery	repudiate	augmented
chattel	classical	vision	superlative
debenture	menace	dilatory	advisability
dutiable	parcel	interrupt	alternative
current	diversion	russet	importance
exemplary	marriage	carpenter	unprofitable
mercantile	weapon	bottler	gratuitous
preferred	relinquish	bankrupt	proficiency
realizing	junction	architect	sustenance
visible	enhance	obeisance	symmetrical
recourse	chromo	voluntary	impoverish
internal	exposure	radius	mysterious
weight	interpret	margin	scandalous
alleviate	fabric	criticise	complicate
economy	clerical	elixir	variegated
bicycle	rascal	neutral	accommoda-[tion
sentinel	biscuit	adequate	addressing

CHAPTER XII

"HALF the giant's strength is in the conviction that he is a giant. The strength of a muscle is enhanced a hundred fold by the will power. The same muscle, when removed from the giant's arm, when divorced from the force of the mighty will, can sustain but a fraction of the weight it did a moment before it was disconnected."

FIFTY-SIXTH LESSON—Words Used in Business

commerce	kŏm′-mẽrs	Extended trade or traffic.
commission	kŏm-mĭsh′-ŭn	The allowance made to an agent.
commodity	kŏm-mŏd′-ĭ-tў	Everything movable that is bought and sold.
compensate	kŏm′-pĕn-sa̱t	To recompense; reward.
competition	kŏm-pe̱-tĭsh′-ŭn	Common strife for the same object; emulation; rivalry.
consignee	kŏn-sĭ-nē′	The person to whom goods are consigned.
consignment	kŏn-sīn′-*m*ent	Goods sent to a consignee at one time.
convertible	kŏn-vẽrt′-ĭ-b'l	Capable of being exchanged.
co-operate	kō-ŏp′-ẽr-a̱t	To concur in action or effect.
coup	kōō	A sudden stroke; an unexpected stratagem.
coupon	kōō′-pŏn	An interest warrant attached to the bottom of transferable bonds.
credentials	kre̱-dĕn′-sh*a*ls	Testimonials showing that the holder is entitled to credit or has the right to exercise official power.
debenture	de̱-bĕn′-tūr	A writing acknowledging a debt.
defalcation	de̱-făl-kā′-shŭn	A fraudulent deficiency in money matters.
delinquent	de̱-lĭn′-kw*e*nt	Failing in duty or obligation.
depository	de̱-pŏs′-ĭt-o̱-rў	A place where anything is lodged for safe keeping.
depreciate	de̱-prē′-shĭ-a̱t	To become of less worth.
deteriorate	de̱-tē′-rĭ-o̱-ra̱t	To impair; to make worse; to grow worse.
director	dĭ-rĕkt′-ẽr	One of a body of persons selected to manage the affairs of a corporation or company.
disburse	dĭs-bûrs′	To expend; to pay out.
discrepancy	dĭs-krĕp′-*a*n-sў	State or quality of being in disagreement; at variance.
discount	dĭs′-kount	A deduction made for interest; the rate of interest charged in discounting a bill or note.
document	dŏk′-u-m*e*nt	A paper containing an authoritative record or statement.
duebill	dū′-bĭl	A brief written acknowledgment of a debt.

THE WORDS APPLIED

1 "The public becomes powerful in proportion to the opulence and extensive *commerce* of private men."

2 A *commission* of 10% was allowed him on all sales.

3 "His dealings were restricted wholly to *commodities* of commerce."

4 "Nothing can *compensate* for the loss of reputation."

5 "Where *competition* does not act at all, there is complete monopoly."

6 "Consignor and *consignee* are used by merchants to express generally the shipper of merchandise and the person to whom it is addressed, by bill of lading or otherwise."

7 "Goods sent to an agent or correspondent in another place to be sold for such correspondent, are said to be shipped on *consignment.*"

8 "The securities were not *convertible* into cash."

9 "Great things may be accomplished by *co-operation.*"

10 "*Coup* is a term used in various ways to convey the idea of promptness and force."

11 *Coupon* is also applied to a section of a ticket showing the holder to be entitled to some privilege.

12 "Had they not shown undoubted *credentials*, they would not have been admitted."

13 *Debenture* is a term usually used of obligations of corporations or large moneyed copartnerships, issued in a form convenient to be sold as investments.

14 "He was charged with large *defalcations.*"

15 "We speak of a *delinquent* subscriber; a *delinquent* tenant."

16 This bank is a U. S. *depository.* (See also, the word "depositary.")

17 "A paper currency will *depreciate* in value unless it is convertible into specie."

18 "Under such conditions, the mind rapidly *deteriorates.*"

19 "The *directors* of the bank were in favor of a different policy."

20 *Disburse* is usually applied to payments from a public fund or treasury.

21 "There is no real *discrepancy* between these two books."

22 The *discount* on the note amounted to 10%.

23 A bill of exchange accompanied by a *document* as collateral security, such as a bill of lading or a policy of insurance, is called a document bill.

24 He sustained a great loss through his habit of lending money on *duebills.*

FIFTY-SEVENTH LESSON—Words Used in Business

duplicate	dū′-plĭ-kȧt	A copy; a transcript.
dutiable	dū′-tĭ-ȧ-b'l	Subject to the payment of a duty.
embarrass	ĕm-băr′-*r*as	To encumber with debt; to beset with urgent demands or claims.
enterprise	ĕn′-tẽr-prīz	A work projected which involves energy, courage, activity.
equitable	ĕk′-wĭ-tȧ-b'l	Fair; unbiased; just; reasonable.
establish	ĕs-tăb′-lĭsh	To prove and cause to be accomplished as true; to set up in business.
estimate	ĕs′-tĭ-mȧt	To fix roughly the worth of.
exchange	ĕks-chānj′	The method of settling accounts between parties residing at a distance from each other, without the actual transfer of money.
exceptional	ĕk-sĕp′-shŭn-*al*	Uncommon; unusual; peculiar.
expedite	ĕks′-pẽ-dīt	To accelerate the motion of.
exports	ĕks′-pȯrts	Commodities sent out of a country.
extortionate	ĕks-tôr′-shŭn-ȧt	Oppressive; excessive.
fiduciary	fĭ-dū′-shĭ-ȧ-rў	Having the nature of a trust, especially a financial trust.
financier	fĭn-ăn-sēr′	One skilled in financial operations.
fluctuate	flŭk′-tū-ȧt	To be wavering or unsteady; rise and fall.
foreclosure	fȯr-clō′-shŭr	A proceeding which bars or extinguishes a mortgagor's right of redeeming a mortgaged estate.
forfeit	fôr′-fĭt	To relinquish.
franchise	frăn′-chĭz (or -chīz)	A particular privilege conferred by a government or a sovereign; a right to vote.
fraudulent	frạd′-u-l*e*nt	Deceitful; dishonest; unfair.
gross	grōs	Coarse; total; opposed to fine.
guarantee	gär-ăn-tē′	A warrant; a security.
illegal	ĭl-lē′-g*a*l	Unlawful.
imports	ĭm′-pōrts	Merchandise brought into a country from abroad.
indemnity	ĭn-dĕm′-nĭ-tў	Security; insurance.
indenture	ĭn-dĕn′-tur	A mutual written agreement in duplicate.

Words to be applied: *suspension, domestic, specie, arrears*

THE WORDS APPLIED

1 Nearly all business letters are written in *duplicate*.

2 Under the new tariff law, this merchandise is not *dutiable*.

3 A man of business is *embarrassed* when he cannot meet his financial engagements.

4 *Enterprise* is an essential quality to success in business.

5 "No two had exactly the same notion of what was *equitable*."

6 "Confidence, which must precede union, could be *established* only by consummate prudence and self-control."

7 "Weigh success in a moral balance, and our whole *estimate* is changed."

8 *Exchange* is also applied to the charge for making the transfer.

9 "Thomas was of a nature which had a sort of superstitious repugnance to everything *exceptional*."

10 The general sent orders to *expedite* the march of the army.

11 In this country the value of the *exports* exceeds that of the imports.

12 Monopoly without regulation tends to produce *extortionate* prices.

13 "Commercial credit is to-day the most important wheel in the whole *fiduciary* mechanism."

14 A *financier* need not necessarily be a capitalist—he may skillfully employ the money of others.

15 "The mind may for some time *fluctuate* between two feelings, but it can never entertain both at once."

16 "*Foreclosure* proceedings were instituted at once to head off any action he might take."

17 We *forfeit* an estate by treason; we *forfeit* reputation by a breach of promise.

18 "Election by universal suffrage, as modified by the constitution, is one crowning *franchise* of American people."

19 "The papers were obviously *fraudulent*."

20 The *gross* earnings fell considerably below those of former years.

21 "The United States shall *guarantee* to each State in this Union a republican form of government."

22 This action on the part of the company would undoubtedly be *illegal*.

23 The total of *imports* which come through the port of New York is the largest of any in this country.

24 Insurance is a contract for *indemnity*.

25 *Indentures* were originally duplicates laid together and indented by a notched cut, or line.

FIFTY-EIGHTH LESSON—Words Used in Business

investment	ĭn-vĕst′-ment	The purchase of property; money invested.
insolvency	ĭn-sŏl′-ven-sў	The condition of being unable to pay debts when due.
indorser	ĭn-dôrs′-ẽr	One who guarantees the payment of a note, draft, check, etc.
integrity	ĭn-tĕg′-rĭ-tў	Wholeness; moral soundness.
inventory	ĭn′-vĕn-tō̇-rў	Annual account of stock taken in business.
invoice	ĭn′-vois	A written account of the particulars of merchandise shipped; goods shipped.
jobber	jŏb′-bẽr	One who buys goods from importers, wholesalers or manufacturers and sells to retailers.
journal	jûr′-nal	A book of accounts in which is entered a condensed statement of the daily transactions.
ledger	lĕj′-ẽr	The final book of record in business transactions.
liabilities	lī-ȧ-bĭl′-ĭ-tĭz	The sum of one's pecuniary obligations.
lucrative	lu̇′-krȧ-tĭv	Profitable; gainful.
maturity	mȧ-tūr′-ĭ-tў	Arrival of the time fixed for payment; becoming due.
mercantile	mẽr′-kăn-tĭl	Pertaining to merchants.
merchandise	mẽr′-chăn-dīz	Wares; goods; commodities.
monopoly	mō̇-nŏp′-ō̇-lў	Sole command of the traffic in selling anything.
negotiable	nē̇-gō′-shĭ-ȧ-b'l	Transferable by assignment or indorsement to another person.
notary	nō′-tȧ-rў	A public officer who attests or certifies deeds and other writings.
obligation	ŏb-lĭ-gā′-shun	That to which one is bound.
pecuniary	pē̇-kūn′-yȧ-rў	Relating to or consisting of money.
percentage	pẽr-sĕnt′-ăj	A certain rate per cent.
preferential	prĕf′-ẽr-ĕn′-shal	Having a preference or precedence.
property	prŏ′-pẽr-tў	Anything subject to ownership.
proposition	prŏp-ō̇-zĭsh′-ŭn	That which is offered for consideration, acceptance, or adoption.
protest	prō′-tĕst	Steps taken to fix the liability of a drawer or indorser of dishonored commercial paper.
quotation	kwō-tā′-shun	The price named.

Words to be applied: *refunding, dividends, floating, hypothecate*

THE WORDS APPLIED

1 "Before the *investment* could be made, a change in the market might render it ineligible."

2 *Insolvency* signifies the inability of a person to pay his debts as they become due in the ordinary course of business.

3 The *indorser* was called upon to pay the note.

4 "The moral grandeur of independent *integrity* is the sublimest thing in nature."

5 "There, take an *inventory* of all I have."

6 The merchant received a large *invoice* of goods.

7 The *jobber's* prices could not be met by the manufacturer.

8 "A diary is also called a *journal*."

9 "The *ledger* was taken into court to prove his statements."

10 The resources of this company are more than double the *liabilities*.

11 "The trade of merchandise, being the most *lucrative*, may bear usury at a good rate."

12 The bonds will reach their *maturity* in ten years.

13 "The expedition of the Argonauts was partly *mercantile*, partly military."

14 "He was a dealer in second-hand *merchandise*."

15 "Public utilities that are in the nature of a *monopoly* should be controlled by the municipality, or government."

16 *Negotiable* paper is any commercial paper transferable by sale or delivery and indorsement, as drafts, checks, promissory notes, bills of exchange.

17 A notary public is usually called a *notary*.

18 "The cultivation of the soil is an *obligation* imposed by nature on mankind."

19 "My exertions, whatever they have been, were such as no hopes of *pecuniary* reward could possibly excite; and no *pecuniary* compensation can possibly reward them."

20 "The *percentage* of profit was very small."

21 The company was allowed a *preferential* claim on the revenues.

22 "It was the misfortune of my friend to have embarked his *property* in large speculations."

23 "The *proposition* for peace was rejected."

24 "Notice of *protest* by the bank was given immediately."

25 "Give us *quotations* on these goods as soon as possible."

FIFTY-NINTH LESSON—Words used in Business

rebate	rē-bāt′	To discount from; an unlawful discrimination.
recoup	rē-kōōp′	To get an equivalent or compensation for; to reimburse.
recompense	rĕk′-ŏm-pĕns	To return an equivalent; to remunerate; to pay for.
redeemable	rē-dēm′-a-b'l	Subject to repurchase.
reimburse	rē-ĭm-bûrs′	To pay back; to indemnify.
referee	rĕ-fĕr-ē′	One to whom a thing is referred; arbitrator; umpire.
remittance	rē-mĭt′-tans	The act of transmitting money to a distant place; the sum or thing remitted.
resources	rē-sōrs′-ĕs	Funds, money, or any property that can be converted; supplies.
schedule	skĕd′-ūl	Catalogue; list; inventory.
solicit	sŏ-lĭs′-ĭt	To endeavor to obtain; to seek; to ask; to request.
solvent	sŏl′-vent	Able to pay all just debts.
speculate	spĕk′-ū-lāt	To buy with expectation of advance in value.
stipulation	stĭp-ū-lā′-shŭn	A contracting or bargaining.
surety	shur′-tȳ	Security against loss or damage.
surplus	sûr′-plŭs	More than sufficient; excessive.
subtreasury	sŭb-trĕzh′-ŭrȳ	A branch of the U. S. treasury.
syndicate	sĭn′-dĭ-kȧt	A combination.
sundries	sŭn′-drĭz	Various small things.
traffic	trăf′-fik	Trade; the business done upon transportation lines.
transferable	trăns-fĕr′-a-b'l	Capable of being transferred; negotiable.
transaction	trăns-ăk′-shŭn	The doing or performing of any business; that which is done.
usury	ū′-zhū-rȳ	Interest in excess of a legal rate.
value	văl′-ū	To appraise; to appreciate.
valid	văl′-ĭd	Having legal strength or force.
warehouse	wâr′-hous	A storehouse; to place in the government custom house.

Words to be applied: *transportation, equivalent, shares, wares*

THE WORDS APPLIED

1 "A *rebate* of importers' duties was made on the whole lot."

2 In his attempt to *recoup* his losses in the stock market he only plunged himself deeper into debt.

3 "He cannot *recompense* me by it." "To me belongeth vengeance and *recompense*."

4 A pledge securing the payment of money is *redeemable*.

5 "As if one who had been robbed should allege that he had a right to *reimburse* himself out of the pocket of the first traveler he met!"

6 "The boys usually asked him to keep the score or to *referee* the matches they played."

7 *Remittance* will be made on the 15th.

8 *Resources* are a firm's money or property; liabilities are the debts or obligations to be met.

9 "Chemicals are in *schedule* A of the tariff law."

10 "The port was crowded with those who hastened to *solicit* permission to share in the enterprise."

11 "The firm was known to be *solvent*."

12 "The firm continued to *speculate* in stocks against the advice of its friends."

13 "The *stipulations* of the allied powers, to furnish each his contingent of troops, were clear."

14 "He that is *surety* for a stranger shall smart for it."

15 "The bank's *surplus* amounted to one million dollars."

16 There are nine *subtreasuries*, situated in New York, Boston, Philadelphia, Baltimore, Cincinnati, Chicago, St. Louis, New Orleans, and San Francisco.

17 "In the panic of 1866, the price of shares in many banks was artificially raised by the unscrupulous cliques or *syndicates*."

18 He was a dealer in automobile *sundries* and accessories.

19 "*Traffic* over this line this season has been abnormal." "*Traffic* in these goods was limited."

20 "These tickets are not *transferable*."

21 "A *transaction* is something already done and completed."

22 "The root of the condemnation of *usury* was simply an error in political economy."

23 "*Value* is the power to command commodities generally."

24 We speak of a *valid* claim, a *valid* argument, a *valid* instrument of any kind, and the like.

25 "One-half the duty was to be paid at once on *warehousing* the paper in a *warehouse* approved by the customs."

SIXTIETH LESSON—Review and General Exercise

recoup	supplement	memorize	timorous
conscience	marine	fiduciary	commission
frivolous	equitable	delinquent	muscle
intercede	symmetry	naphtha	valid
buoyant	certify	obstinacy	transferable
convertible	tangible	zealous	recompense
parallel	literature	indenture	velocity
intercept	mercenary	vigorous	surety
plural	technique	resources	medicine
suspense	franchise	usually	terminal
qualified	illegal	balance	niece
rebellious	obstacle	typical	vigilant
physique	nephew	miraculous	modeling
valiant	disburse	indorser	neuter
clothier	munificent	nautical	tremendous
sanction	solicit	yielding	mileage
mortise	wondrous	schedule	welfare
canceled	convertible	transferred	millinery
forcible	deteriorate	merchandise	textile
omitted	obdurate	vestige	medieval
emergency	motor	tolerant	synopsis
supersede	integrity	guarantee	metropolis
exhilarate	unequaled	malicious	describe
acceptance	syndicate	unanimous	miscreant
collectible	valleys	admissible	prejudice

CHAPTER XIII

EVERYTHING that is great in life is the product of slow growth; the newer, and greater, and higher, and nobler the work, the slower is its growth, the surer is its lasting success. Mushrooms attain their full power in a night; oaks require decades. A fad lives its life in a few weeks; a philosophy lives through generations and centuries.

—*William George Jordan.*

SIXTY-FIRST LESSON—Commercial Terms

abstract of title	A brief and orderly statement of the original grant and subsequent conveyances and incumbrances relating to the title of real estate.
accommodation paper	A note given as an accommodation or favor in the course of business.
account current	An open or running account between two or more parties.
account sales	A written statement rendered by a commission merchant to the consignor or owner, showing the sales, charges, etc., on a consignment.
ad valorem duty	Duty assessed on the foreign value of the goods.
accrued interest	Interest earned up to the present time.
annual assay	The annual test of coins by the U. S. Mint.
articles of agreement	A written agreement.
bank clearings	The aggregate amount of the checks and drafts exchanged by the banks and daily adjusted.
bank statement	A statement of the bank's financial condition.
beneficiary interest	Any benefit interest in a contract.
bill of exchange	An order drawn on a person in another city or county for payment of money, in lieu of the same being deposited with the drawer.
bill of lading	A written acknowledgment by the carrier of the receipt of goods for transportation.
bill of sight	A note payable on demand.
boatloads	Refers to canal boats, and not to ocean vessels.
bonded debt	A debt secured by bond or bonds.
bonded goods	Goods placed in a bonded warehouse.
bonded warehouse	A storehouse for bonded goods.
bucket shop	An office where people may gamble in fractional lots of things bought or sold on the exchanges.
buying on a scale	Buying at regular intervals on a declining market.
by-bidder	One who buys at an auction in behalf of the auctioneer or the owner.
call loans	Money loaned subject to the call or demand.
capital stock	Money, property, or stock invested in any business.
certificate of deposit	A promise on the part of the bank to pay on the return of certificate properly indorsed.
certified check	A bank check, the validity of which is certified to by the bank on which it is drawn.

Words to be applied in sentences: *reference, resource, seizable, warrant*

THE WORDS APPLIED

1 The *abstract of title* was defective because of an unreleased mortgage.

2 His failure was traceable to his lack of judgment in signing too much *accommodation paper.*

3 Among the enclosures we failed to find the *account current.*

4 We hand you herewith *account sales* of consignment of apples.

5 The *ad valorem duty* on the goods is too high.

6 The *accrued interest* on the loan is $235.75.

7 We shall make full statement directly after the *annual assay.*

8 The *articles of agreement* have not been signed.

9 The *bank clearings* in New York are the largest of any city in America.

10 The *bank's statement* was published yesterday.

11 He is not known to have even a *beneficiary interest* in it.

12 We have to-day sent him *bill of lading* with *bill of exchange* attached.

13 We presume he will attach same to *bill of sight.*

14 The Erie canal gave passage to two hundred *boatloads* of grain during the week.

15 The *bonded debt* of the company is $50,000.

16 He has further secured us by *bonded goods* valued at $2,500.

17 They claim to have these goods in *bonded warehouse.*

18 He has been known to speculate in *bucket shops.*

19 He endeavored to even up matters by *buying on a scale.*

20 It was apparent he was there merely as a *by-bidder.*

21 They are reported to have raised a considerable fund on *call loans.*

22 The *capital stock* of the company is $250,000.

23 It is further secured by *certificate of deposit* on the City Bank.

24 All bids must be accompanied by a *certified check* for $5,000.

SIXTY-SECOND LESSON—Commercial Terms

chattel mortgage	A mortgage on personal property.
clearing-house	The house where banks exchange checks held by each against others, and settle differences.
collateral security	Security for the performance of covenants or the payment of money, besides the principal security.
common carrier	One who conveys goods of another for hire.
common stock	The ordinary shares in a corporation.
commutation tickets	Tickets sold by a transportation company entitling the holder to a certain number of rides.
covering shorts	Buying in property to fill contracts previously made.
current funds	Money in general circulation.
custom-house	The house or office where commodities are entered for importation and exportation.
days of grace	The three days immediately following the maturity of a bill or note.
debenture bonds	Notes in the form of bonds.
discount rate	The rate per cent. of interest charged by banks for the use of loaned money.
dutiable goods	Goods liable to duty.
evening-up	The selling out of property previously bought or contracted for.
exemplary damages	Damages allowed as a punishment to the defendant for malicious or aggravated injury.
liquidated damages	Damages determined as to amount either by agreement or a judgment.
franking privilege	The privilege of sending matter through the mails, by express, or by telegraph without charge.
frozen out	Set of deals or trades closed out compulsorily because of inability to further protect contracts with re-margins.
gilt-edge	First-class; the very best.
loan and trust company	An incorporated banking institution.
mercantile agency	A concern which procures information relating to the financial standing and credit of merchants.
national banks	Banks organized under national laws.
preferred stock	Stock issued by a corporation which takes precedence over the common stock.
realizing sales	Selling property or closing contracts in order to realize or secure profits.
seller of the year	A contract giving the seller the right of delivering property within the year.

Words to be applied in sentences: *stipend, rectify, receiver, surety*

THE WORDS APPLIED

1 Five thousand dollars' worth of stock in the company was offered as *collateral security* to the loan, in addition to a *chattel mortgage.*

2 The *clearing-house* saves a vast amount of time in the adjustment of bank balances.

3 They stand liable as other *common carriers.* The dividends on the *common stock* are payable to-day.

4 *Commutation tickets* for less than twenty-five rides will not be sold.

5 There was much manipulation done to *cover shorts.* The *current funds* were not adequate to relieve the market.

6 These goods are held at the *custom-house. Days of grace* are not now recognized in many states.

7 The receiver held that the *debenture bonds* would be paid at maturity.

8 We cannot do so at present *discount rates.* We hold that under the law these are not *dutiable goods.*

9 This *evening-up* was a source of much discomfiture to the president of the company.

10 The jury is instructed that if such is the case the defendant is liable for *exemplary damages.*

11 His failure made him liable for the *liquidated damages.* The senator has abused his *franking privilege.* It is said that he was *frozen out.*

12 We offer a block of $15,000 Washington Mining Company's *gilt-edge* bonds, guaranteed by the Merchants *Loan and Trust Co.*

13 We find no rating by any of the *mercantile agencies.* The *preferred stock* of this *national bank* is guaranteed to pay a 7 per cent. dividend.

14 He made money by *realizing sales* rapidly. His *seller-of-the-year* contract saved him.

SIXTY-THIRD LESSON—Commercial Terms

short market	A market that is oversold.
short selling	The process of selling property for future delivery in anticipation of being able to buy in at cheaper prices before the contracts mature.
sight draft	A draft or bill payable on presentation.
sinking fund	A fund invested in such a manner that its accumulations enable it to wipe out a debt at maturity.
visible supply	Products of any kind available for immediate use.
warehouse receipt	A receipt issued by a warehouseman for property received by him for storage.
watered stock	An increase in capitalization without a corresponding increase in assets.
without recourse	Recourse: the right to exact payment from a party secondarily liable; "without recourse" has a negative effect.
internal revenue	Revenue derived from excise and license duties and special taxes on personal property.
legal tender	Coin or other money that may legally be offered in payment of a debt.
long market	A market that is overbought.
manipulated market	A market under artificial control.
on call	Money loaned "on call" is subject to call by the lender at any time.
paper profits	Profits on contracts not yet closed.
power of attorney	A written statement given by one person authorizing another to transact business for him.
specific duty	Duty assessed at a certain rate per quantity.
port of entry	A town or city in which a custom-house is located.
bank draft	An order for money drawn at one bank and payable at another.
itemized statement	A list showing all the items purchased during a certain period.
trust deed	A conveyance of property to one party to be held in trust for another or others.
real estate	Relating or pertaining to or arising out of land, lands and tenements.
personal property	Property that may attend the person of the owner.
stock certificate	A formal instrument issued by a stock company, setting forth the number of shares of stock of which the holder is the owner.

Words to be applied: *redeemable, shrinkage, solvent, taxation*

limited liability	"Limited" affixed to the name of a stock company signifies that each shareholder is liable indefinitely to the company's creditors for the amount only representing the value of the shares held by each.
reorganized corporation	A corporation reorganized after becoming embarrassed or unable to longer profitably proceed.

THE WORDS APPLIED

1 The firm went down in a *short market*. He made a practice of *short selling*. Please attach same to *sight draft*.

2 All this, aside from the *sinking fund*, tended to give the people confidence in the institution.

3 The *visible supply* of wheat would not justify such an assumption.

4 He delivered to us his *warehouse receipt*. Most of this was known as *watered stock*.

5 The note was duly signed and indorsed "*without recourse*."

6 The note was not accepted as *legal tender* for *internal revenue* taxes.

7 He found himself overwhelmed in a *long market*. They concluded that they were the victims of a *manipulated market*.

8 He had large sums outstanding *on call*. There is a vast difference between *paper profits* and practical profits.

9 To back up his statement, he produced a *power of attorney*. An effort was made to change it from *specific duty* to ad valorem.

10 Owing to the increase in population and shipments, the place is likely to be made a *port of entry*.

11 Please make remittance by *bank draft* on New York. We inclose *itemized statement* as requested. They have executed a *trust deed* for this property.

12 His *real estate* as well as his *personal property* interests are reputed to be large.

13 The *stock certificates* have been issued by this *limited liability* company.

14 The *reorganized corporation* is said to be on a sound basis financially.

SIXTY-FOURTH LESSON—Commercial Terms

consequential damages	Those not an immediate result of the act.
cross trade	A method by which brokers fill conflicting orders to buy and sell, by the nominal purchase and sale through another commission house.
errors and omissions excepted	(Abbreviated to E. and O. E.)
fixed charges	Claims upon the revenue of a concern which it is bound by contract or by law to meet.
general average	A term used in maritime insurance, when a part of a cargo is sacrificed for the benefit of the whole.
investment buying	Purchase with intention to hold for a considerable time.
marine insurance	That which covers all risks, including fire.
on call	A loan of money made on condition that it must be returned the day it is called for.
on passage	Sale of a cargo while at sea.
pound sterling	(£) An English money denomination, equivalent to the sovereign ($4.86+ of U. S. money).
stop order	An order to buy or sell at a fixed figure.
upset price	The lowest price at which goods can be sold in an auction sale.
verbal contract	An agreement not reduced to writing.
buyer-thirty	Property bought subject to the demand of the buyer within a period of thirty days.
cartage, freight, and insurance	(Abbreviated to C. F. I.)
commission merchant	One who buys or sells another's goods on commission.
account current	An open or running account.
order bill of lading	A transferable receipt for goods delivered to a carrier for transportation.
collect on delivery	(Abbreviated to C. O. D.)
I. O. U.	(Abbreviation for "I owe you.") A memorandum of a debt less formal than a promissory note, there being no direct promise to pay.
joint account	An account with two or more persons, either of whom may claim the benefits thereof.
letter of credit	A notice by a banker that the person named therein is entitled to draw on him, up to a certain amount.

per centum **seller's option**	(Abbreviated "per cent.") By the hundred. The right to deliver the thing sold at any time within a designated number of days; usually abbreviated to *s. o.* (as *s. o.* 3, for a three-day's option).

THE WORDS APPLIED

1 "Public policy forbids recovery of *consequential damages*."

2 The firm was forced to resort to a *cross trade*.

3 The message was taken *E. and O. E.*

4 Dividends could not be paid because of the *fixed charges*.

5 The company objected to paying *general average* on its goods.

6 He was a strong believer in *investment buying*.

7 The company made a specialty of *marine insurance*.

8 The bank was getting 10% for money *on call*.

9 He bought the grain *on passage*.

10 His annual income was over ten thousand *pounds sterling*.

11 Because of the uncertain condition of the market, a *stop order* was issued on the B. & O. stock.

12 The *upset price* of the property was $5,000.

13 Generally a *verbal contract* is as valid as if it were a written one.

14 You may place our order for the goods, *buyer-thirty*.

15 The price quoted includes *C. F. I.*

16 He is now in business as *commission merchant*.

17 The firm has over $10,000 in *accounts current*.

18 An *order bill of lading* is transferable by indorsement.

19 The package was forwarded *C. O. D.*

20 I will give you my *I. O. U.* for $25.

21 Mr. and Mrs. Smith have opened a *joint account* with the First National Bank.

22 I procured a *letter of credit* for $5,000 before starting abroad.

23 This bank pays interest at the rate of three *per centum* per annum.

24 The deal was closed at $5,000 *s. o. 3*.

SIXTY-FIFTH LESSON—Review and General Exercise

reminiscence	counterfeit	existence	necessarily
purport	precedence	diphtheria	culinary
egotism	accommodate	conscious	particle
indispensable	clearly	recipient	apparatus
exquisite	acclamation	per diem	blamable
usurp	grievous	efficient	command-[ment
intermittent	assassinate	competent	irrevocable
strategic	preferred	exigency	occasion
irresistible	ex parte	indisputable	pronunciation
vignette	competitor	plausible	describe
belligerent	accumulate	launder	equation
reparable	pretense	obligatory	symmetry
spontaneous	admissible	civilization	contestants
civilize	exhilarate	peremptory	separate
permissible	compelled	accessory	amenable
ennui	occurrence	despicable	license
perceptible	aspirant	certiorari	corpus delicti
disputant	effervesce	intercede	pittance
tangible	visible	prima facie	nuisance
controversy	exaggerate	nolle prosequi	continually
inflammable	prejudice	fascinate	judgment
prestige	mischievous	combative-[ness	omissions
intersperse	supervise	criticise	naphtha
trousseau	obiter dictum	vivacious	laundry
hygienic	supersede	eccentric	embarrass

CHAPTER XIV

WHEN I consider what some books have done for the world, and what they are doing, how they keep up our hope, awaken new courage and faith, soothe pain, give an ideal life to those whose hours are cold and hard, bind together distant ages and foreign lands, create new worlds of beauty, bring down Truth from heaven; I give eternal blessings for this gift, and thank God for books.

—*James Freeman Clarke.*

SIXTY-SIXTH LESSON—Latin Words and Phrases

per diem	pēr dī′-*em*	By the day.
pro et con	prō ĕt kŏn	For and against.
pro rata	prō′ rā′-tȧ	In proportion.
prima facie	prī′-mȧ fā′-shĭ-ē	On the face.
per annum	pēr ăn′-nŭm	By the year.
pro forma	prō fôr′-mä	In a formal way.
per capita	pēr kăp′-ĭ-tä	By the head.
post scriptum	pōst skrĭpt′-tŭm	Written after.
per se	pēr sē	By itself.
pro tempore	prō tĕm′-pō-rē	For the time.
per centum	pēr sĕn′-tŭm	By the hundred.
post mortem	pōst môr′-tĕm	After death.

French Words

corps	kōr	A number or body of persons in some way associated or acting together.
apropos	ăp-rō-pō′	Suited to the time, place or occasion.
trousseau	trōō′-sō′	A bride's outfit, especially of clothing.
coterie	kō′-t*e*-rē′	A set or circle of friends who meet habitually for any purpose, as for social or literary entertainment.
elite	ā′-lēt′	The choicest part, especially in society; the pick; the flower.
parquet	{ pär-kā′ | pär-kĕt′ }	The enclosed space on the main floor of a theater between the orchestra rail and the rail immediately under the gallery line.
vignette	vĭn-yĕt′	To make with a fading background or border, as a photograph.
prestige	prĕs′-tĭj	Authority or importance based on past achievement or gained from the appearance of power or ability; moral influence of reputation or a former character or success.
piquant	{ pē′-k*a*nt | pĭk′-*a*nt }	Having an agreeable, pungent taste; racy; sparkling; lively.
resume	rā′-zu′-mā′	A recapitulation or summary.
protege	prō′-ta′-zhā′	One specially cared for and favored by another, usually older, person.
cafe	kȧ′-fā′	A coffee house or restaurant.
ennui	än′-nwē′	Mental weariness produced by satiety or lack of interest.

SIXTY-SEVENTH LESSON—

Adapted from the Manuals of Style of the University of Chicago Press and the Government Printing Office.

When the Hyphen is Used

1. Compound adjectives generally take the hyphen: *a 75-horse power engine, asked-for opinion, state-bank notes.* In applying this rule care must be taken not to confuse the *qualifying* word with the subject word. Observe the following forms: *young school-teacher, common-school teacher, high-school teacher.*

2. A present or past participle with a noun or an adjective may take the hyphen in such expressions as: *well-dealing countrymen, soul-killing witches, sap-consuming winter.*

3. Adverbs ending in "ly" are not usually compounded with adjectives which they qualify; as, "nicely kept lawn." But words like "above," "ill," "well," "so," etc., are compounded in such expressions as "the well-known writer," "the so-called tariff reform," "the last-named article," etc.

4. In fractional numbers, spelled out, connect by a hyphen the numerator and the denominator, unless either already contains a hyphen: *three-fourths, one twenty-first, one one-hundred-and-twentieth, one-quarter.*

5. When used adjectively, the expressions "first-class," "second-class," etc., are to be hyphened; otherwise they should be printed as two words: *a first-class passage, a ship of the first class.*

6. Omit the hyphen in such Latin forms as "an ex officio member," "per diem employees," etc.

7. Generally hyphen two or more words combined into one adjective preceding a noun: *rock-bottom prices, gilt-edge stocks, stay-at-home voter.*

8. Ordinarily words denoting occupation should be hyphened: *book-dealer.*

9. Compounds of "store" should be hyphened when the prefix contains one syllable; otherwise not: *drug-store,* but *grocery store.*

10. Compounds of "fellow" are always hyphened: *fellow-men, play-fellow.*

11. Compounds of "life" and "world" require a hyphen: *life-history, world-power;* but *lifetime.*

12. Compounds of "master" should be hyphened: *master-builder* (exception: *masterpiece*).

13. "Half," "quarter," etc., combined with a noun should be followed by a hyphen: *half-truth, half-tone, quarter-deck.*

14. Compounds of "self" are hyphened: *self-evident.*

SIXTY-EIGHTH LESSON—Adapted from the Manuals of Style of the University of Chicago Press and the Government Printing Office.

When the Hyphen is Used—Continued

15. "Vice," "ex," "elect," "general," and "lieutenant" constituting parts of titles should be connected with the chief noun by a hyphen: *Ex-President Roosevelt.*

16. Compounds of "by" should be hyphened: *by-product, by-laws.*

17. The prefixes "co-," "pre-," and "re-," when followed by the same vowel as that in which they terminate, take a hyphen, but as a rule they do not when followed by a different vowel or a consonant: *co-operation, pre-empted, re-enter;* but, *reindex, reinstate, coadjutor, predordained.*

18. "Non" ordinarily calls for a hyphen except in the commonest words: *non-contagious;* but *nonsense.*

19. "Extra," "infra" and "supra" as a rule call for a hyphen; *extra-hazardous; infra-auxiliary; supra-angular.*

20. Compounds of "father," "mother," "brother," "sister," "daughter," and "parent" with "foster" should be hyphened.

21. Compounds of the following when prefixed are ordinarily hyphened:

able-	false-	old-	safe-
clean-	full-	on-	set-
cool-	great-	open-	sight-
deep-	half-	photo-	simple-
diamond-	ill-	plain-	sound-
dim-	large-	poor-	subject-
double-	light-	public-	truth-
evil-	make-	re-	un- (when followed by a capital)
faint-	money-	right-	
fair-	narrow-		

22. The exceptions to the foregoing are:
Doubletree; adjectives and adverbs of "full" take the hyphen; makeshift; makeweight; onrush; onset; onto; openwork; plainsman, poorhouse.

23. Compounds of "photo" are hyphened when followed by a word beginning with "e"; the others one word.

24. In the sense of *again* the compounds of "re" are hyphened, as in re-ally, re-collect, re-cover, etc.

25. Compounds of "un" are hyphened when they begin with a capital: un-American.

SIXTY-NINTH LESSON—Adapted from the Manuals of Style of the University of Chicago Press and the Government Printing Office.

When the Hyphen is Not Used

1. Compounds of "book," "house," "mill," "room," "shop" and "work" when the prefix noun contains only one syllable: *handbook, boathouse, handmill, classroom, tinshop.*

2. "Semi," "demi," "bi," "tri," etc., do not ordinarily require a hyphen: *semiannual, biweekly.*

3. Combinations with "fold" do not contain a hyphen if the number contains only one syllable; if it contains more, the words are separated: *twofold, a hundred fold.*

4. Adjectives formed by the suffixion of "like" to a noun are usually printed as one word if the noun contains only one syllable (except when ending in "l"); if it contains more (or is a proper noun) they should be hyphened: *childlike, homelike;* but, *business-like, girl-like, Christ-like.*

5. Omit the hyphen from "viewpoint," "standpoint."

6. "Over" and "under" prefixed to a word should not be followed by a hyphen, except in rare cases: *overbold, underfed.*

7. The prefixes "ante," "anti," "inter," "intra," "post," "sub" and "super" do not ordinarily require a hyphen.

8. Compounds of the following, when prefixed, are ordinarily one compact word:

auto	forth	play	under
back	in	post	up
blue	land	rough	war
book	law	school	way
check	night	semi	when
church	north	ship	whence
counter	off	star	where
down	other	step	which
draw	out	thorough	white
ever	over	trans	who
fire	para	ultra	work

9. The exceptions to the foregoing are:
Blue-eyed; blue-veined; book-learned; in-going; law-abiding; post-office; post-road; school-ship; school-teacher; school-teaching; star-chamber; step-up; step-down; under-age; under-grown; up-to-date; up-line; war-beaten.

10. Adjectives of "night" and "white" take a hyphen; "trans" when followed by a capital is hyphened.

SEVENTIETH LESSON

The following abbreviations are advised by the Postoffice Department: "Names of States should be written in full (or their abbreviations very distinctly) in order to prevent errors which arise from the similarity of such abbreviations as Cal., Col., Ia., Pa., Va., Vt., Me., Mo., Neb., Nev., N. H., N. M., N. Y., N. J., N. C., D. C., Miss., Penn., Tenn., etc., when hastily or carelessly written. This is especially necessary in addressing mail matter to places of which the names are borne by several post-offices in different states."

Ala.	Alabama	Nev.	Nevada
Ariz.	Arizona	N. H.	New Hampshire
Ark.	Arkansas	N. J.	New Jersey
Cal.	California	N. Mex.	New Mexico
Colo.	Colorado	N. Y.	New York
Conn.	Connecticut	N. C.	North Carolina
Del.	Delaware	N. Dak.	North Dakota
D. C.	District of Columbia	Okla.	Oklahoma
Fla.	Florida	Oreg.	Oregon
Ga.	Georgia	Pa.	Pennsylvania
Ill.	Illinois	P. I.	Philippine Islands
Ind.	Indiana	P. R.	Porto Rico
Kans.	Kansas	R. I.	Rhode Island
Ky.	Kentucky	S. C.	South Carolina
La.	Louisiana	S. Dak.	South Dakota
Me.	Maine	Tenn.	Tennessee
Md.	Maryland	Tex.	Texas
Mass.	Massachusetts	Vt.	Vermont
Mich.	Michigan	Va.	Virginia
Minn.	Minnesota	Wash.	Washington
Miss.	Mississippi	W. Va.	West Virginia
Mo.	Missouri	Wis.	Wisconsin
Mont.	Montana	Wyo.	Wyoming
Nebr.	Nebraska		

Alaska, Guam, Hawaii, Idaho, Iowa, Ohio, Samoa, and Utah are not abbreviated.

CHAPTER XV

AH, to build, to build!
That is the noblest art of all the arts.
Painting and sculpture are but images,
Are merely shadows cast by outward things
On stone or canvas, having in themselves
No separate existence. Architecture,
Existing in itself, and not in seeming
A something it is not, surpasses them
As substance shadow.

—*Longfellow.*

SEVENTY-FIRST LESSON—Cities of the U. S. with more than fifty thousand inhabitants.

New York, N. Y.
Chicago, Ill.
Philadelphia, Pa.
Brooklyn, N. Y.
St. Louis, Mo.
Baltimore, Md.
San Francisco, Cal.
Buffalo, N. Y.
Cleveland, Ohio.
Pittsburgh, Pa.
Cincinnati, Ohio.
Detroit, Mich.
Jersey City, N. J.
Louisville, Ky.
Milwaukee, Wis.
Worcester, Mass.
Scranton, Pa.
Paterson, N. J.
Newark, N. J.
Minneapolis, Minn.
New Haven, Conn.
New Orleans, La.
Omaha, Neb.
Syracuse, N. Y.
Toledo, Ohio.
Kansas City, Mo.
Allegheny, Pa.
Fall River, Mass.
Los Angeles, Cal.
Memphis, Tenn.
Cambridge, Mass.
Camden, N. J.
Bridgeport, Conn.
Elizabeth, N. J.
Lawrence, Mass.
Lowell, Mass.
Lynn, Mass.
Hoboken, N. J.
Grand Rapids, Mich.
Rochester, N. Y.
Savannah, Ga.
Portland, Me.
Peoria, Ill.
New Bedford, Mass.
Oakland, Cal.
Seattle, Wash.
Wilkes-Barre, Pa.
Wilmington, Del.
Dayton, Ohio.
Erie, Pa.
Evansville, Ind.
Galveston, Tex.

SEVENTY-SECOND LESSON—Names of Cities Difficult to Spell.

Alameda	Guthrie	Reading
Albuquerque	Houston	Sacramento
Anaconda	Janesville	San Bernardino
Asheville	Joplin	San Diego
Baton Rouge	Kalamazoo	San Jose
Beatrice	Kankakee	Santa Cruz
Bellaire	La Salle	Schenectady
Beaumont	Las Vegas	Seattle
Brattleboro	Los Angeles	Shamokin
Butte	Lynchburg	Shreveport
Champaign	Marietta	Spokane
Chattanooga	Massillon	Streator
Charleston	Natchez	Tacoma
Charlestown	Olympia	Tahlequah
Cheyenne	Oshkosh	Tallahassee
Corsicana	Oskaloosa	Terre Haute
Dallas	Ottawa	Texarkana
Dubuque	Paducah	Tucson
Eau Claire	Pasadena	Vandalia
Edmonton	Paterson	Vincennes
El Paso	Phoenix	Waco
Fitchburg	Pierre	Wilkes-Barre
Fond du Lac	Poughkeepsie	Winona
Fresno	Pueblo	Xenia
Galion	Raleigh	Ypsilanti

Ask the student to locate the cities given here, and write the proper abbreviations for the states in which they are located.

SEVENTY-THIRD LESSON—Largest Cities in the World

CITY	PRONUNCIATION	COUNTRY OR STATE
London	Lŭn′-dŭn	England
New York	New Yôrk	New York
Paris	Păr′-is	France
Chicago	She-kạ′-gō	Illinois
Berlin	Bĕr-lēn′	Prussia
Philadelphia	Fĭl-ȧ-dĕl′-fĭ-ȧ	Pennsylvania
Canton	Kăn′-tȯn	China
Tokyo	Tō′-kẻ-ō	Japan
Vienna	Vẻ-ĕn′-ȧ	Austria
St. Petersburg	St. Pē′-tẽrz-bûrg	Russia
Peking or Pekin	Pē-kĭng′	China
Moscow	Mŏs′-kō	Russia
Constantinople	Kŏn-stăn′-tĭ-nō′-pl	Turkey
Calcutta	Kăl-kŭt′-tȧ	India
Bombay	Bŏm-bā′	India [S. A.
Buenos Ayres	Bō′-nŭs ā′-rĭz	Argentine Republic,
Warsaw	Wạr′-sạ	Poland
Foo-Choo	Fo͞o-Cho͞o′	China
Cairo	Kī′-rō	Egypt
Naples	Nā′-p'ls	Italy
Rio Janeiro	Rē′-o̱ Jȧ-nē′-rō	Brazil
Liverpool	Lĭv′-ẽr-po͞ol	England
Manchester	Măn′-chĕs-tẽr	England
Brussels	Brŭs′-sĕlz	Belgium
Amsterdam	Ăm′-stẽr-dăm	Holland
Antwerp	Ănt′-wẽrp	Belgium
Bangkok	Băng-kŏk′	Siam
Barcelona	Bär-sē-lō′-nä	Spain
Belfast	Bĕl′-fȧst	Ireland
Birmingham	Bẽr′-mĭng-ŭm	England
Bordeaux	Bôr-dō′	France

SEVENTY-FOURTH LESSON—Largest Cities in the World

CITY	PRONUNCIATION	COUNTRY OR STATE
Bradford	Brăd′-fŏrd	England
Breslau	Brĕs′-lou	Prussia
Bucharest	Bū-kȧ-rĕst′	Roumania
Budapesth	Bo͞o′-dŏ-pĕst	Hungary
Carlsbad	Kärls′-bät	Austria
Cologne	Kọ̊-lōn′	Germany
Copenhagen	Kọ̊-pĕn′-hā′-gĕn	Denmark
Dresden	Drĕz′-dĕn	Saxony
Dublin	Dŭb′-lĭn	Ireland
Edinburgh	Ĕd′-ĭn-bŭr-rọ̊	Scotland
Genoa	Jĕn′-ọ̊-ȧ	Italy
Glasgow	Glăs′-gọ̊	Scotland
Hamburg	Hăm′-bûrg	Germany
Havana	Hȧ-văn′-ȧ	Cuba
Heidelberg	Hī′-d'l-bûrg	Germany
Kioto	Kḙ̊-ō′-tō	Japan
Lisbon	Lĭz′-bŭn	Portugal
Lisle	Lēl	France
Lucknow	Lŭk′-now	India
Lyons	Lī′-ŭnz	France
Madrid	Mä-drĭd′	Spain
Marseilles	Mär-sālz′	France
Melbourne	Mĕl′-bûrn	Australia
Milan	Mĭ-lăn′	Italy
Munich	Mŭ′-nĭk	Bavaria
Nottingham	Nŏt′-ĭng-ăm	England
Odessa	Ọ̊-dĕs′-sä	Russia
Shanghai	Shăng′-hä′-ĭ	China
Sheffield	Shĕf′-fēld	England
Stockholm	Stŏk′-hōlm	Sweden
Sydney	Sĭd′-nў	Australia
Turin	Tū′-rĭn	Italy

SEVENTY-FIFTH LESSON—Abbreviations

NOTE.—Some abbreviations occur only within sentences and should begin with a small letter. When such abbreviations as *cts.*, *f.o.b.*, *amt.*, *acct.*, etc., occur within a sentence, use small letters.

Ans. or ans.	answer	**viz.**	namely
St.	street	**i. e.**	that is
No. or no.	number	**e. g.**	for example
Cts. or cts.	cents	**F.O.B. or f.o.b.**	free on board
A. M.	forenoon	**ea.**	each
P. M.	afternoon	**B/L**	bill of lading
M.	noon	**A1**	first-class
Mr.	mister	**C. O. D.**	cash on delivery
Dr.	doctor or debtor	**Bal.**	balance
Cr.	creditor	**Do. or do.**	ditto (the same)
Gov.	governor	**Mrs.**	mistress
Hon.	honorable	**Gen. or gen.**	general
Ex.	example	**P. O.**	postoffice
Acct. or a/c	account	**Capt.**	captain
Amt. or amt.	amount	**Ed.**	editor
Int. or int.	interest	**A. D.**	year of our Lord
Jr. or jr.	junior	**Pop. or pop.**	population
R. R.	railroad	**Chap.**	chapter
ult.	last month	**Pres.**	president
inst.	this month	**Supt.**	superintendent
prox.	next month	**Dept.**	department
p.	page	**Mem.**	memorandum
per cent.	by the hundred	**Vol. or vol.**	volume
@	at or to	**Fol. or fol.**	folio
Qr. or qr.	quarter	**Sec.**	secretary
c/o	care of	**et al.**	and others
vs.	against	**Agt.**	agent

CHAPTER XVI

A WORD that has been said may sometimes be unsaid—it is but air—but when a deed is done, it cannot be undone, nor can our thoughts reach out to all the mischiefs that may follow.—*Longfellow.*

SEVENTY-SIXTH LESSON—Architecture, Building Trades

"The architect built his great heart into those sculptured stones."—*Longfellow.*

aisle	cornice	jamb	parquetry
alcove	corridor	joists	partition
amphitheater	courses	keystone	pavilion
architect	dimensions	kilndried	pedestal
architrave	Doric	lavatory	pediment
ashlar	engineering	level	peristyle
asphalt	escutcheon	lobby	piazza
balustrade	excavation	loggia	plastering
basement	extension	longitudinal	porte-cochere
bas-relief	facade	lumber	portico
bridging	faucet	macadam	proscenium
caisson	flashing	mahogany	quarry
calcimine	flues	mantel	quoin
carpentry	foundation	masonry	rabbet
ceiling	furring	molding	Romanesque
cement	gable	mortar	rotunda
chamfered	gallery	mortise	rubble
clapboards	galvanized	mosaic	scroll
column	girders	mullion	specification
composite	glazing	newel	structural
conduit	Gothic	niche	stucco
conservatory	granite	offset	suite
construction	gravel	oriel	transom
coping	housing	ornament	Tuscan
Corinthian	Ionic	panel	ventilation

SEVENTY-SEVENTH LESSON—Automobiles—Bicycles—Gas Engines.

"For they conquer who believe they can."—*Dryden.*

accumulator	cut-off	interchange-[able	spanner
acetylene	cyclometer	landau	spark plug
aluminum	deflate	limousine	sprocket
ammeter	detachable	lubricant	steering-bar
armature	differential	mechanism	tabular
artillery	eccentric	multiple	tandem
beveled	elliptic	non-skidding	tarpaulin
bicycle	enameled	petrol	template
brougham	en bloc	pinion	tenon
buffer	exhaust	piston	throttle
carbide	expansion	planetary	thrust
carbureter	explosion	pneumatic	tightener
centrifugal	forgings	projector	tonneau
chassis	friction	puncture	torque
chauffeur	garage	quadrant	touring car
chrome	gasket	radiator	vaporizing
circuit	gasoline	ratchet	vehicle
clinch	goggles	reflector	ventilator
clutch	grease	reservoir	vibration
coefficient	hexagon	rotary	victoria
combustion	ignition	runabout	voltage
commutator	incandescent	seamless	voltmeter
compression	induction	segment	vulcanized
condenser	inflate	silencer	water-jacket
countersunk	insulator	socket	weld

SEVENTY-EIGHTH LESSON—Civil Engineering

"Our understandings are always liable to error. Nature and certainty are very hard to come at and infallibility is mere vanity and pretense."—*Marcus Antoninus.*

abutment	data	maintenance	sextant
air-com-[pressor	deviation	malleable	shearing
alignment	disintegra-[tion	material	siphon
apparatus	dowel	mattress	sluice
aqueduct	drainage	metallic	specific [gravity
artesian	ductile	mortar	stability
ballast	elasticity	mortise	statics
barometer	engineer	ordinates	strut
Bessemer	equilibrium	parabola	survey
bituminous	excavation	parallel	suspension
buttress	explosives	perimeter	tension
calcareous	filtration	pile driver	thrust
cantilever	geodetic	pillars	torsion
carbonate	girder	polygon	traction
cinders	gradient	pontoon	tramway
channel	gravity	protractor	transit
cofferdam	homogeneous	puddling	transverse
collapse	horizontal	quarries	triangulation
components	hydraulic	reconnais-[sance	trigonometry
concrete	hydrostatic	reservoir	trunnions
conduits	impinge	resilience	truss
contour	inertia	rigidity	vertical
corrugated	irrigation	rivet	viaduct
crevasse	laminations	roller	vitrified
culvert	lateral	saturate	zinc

SEVENTY-NINTH LESSON—Drygoods—Textiles

"The man who is above his business may one day find his business above him."—*Drew.*

aigrette	corduroy	iridescent	pique
a la mode	corsage	kersey	poplin
Amazon	cravenette	khaki	raglan
applique	crepon	lingerie	ruching
armure	cretonne	Macintosh	selvage
baize	damask	madras	serge
balbriggan	decollette	manila	serpentine
balmoral	delineator	mauve	shoddy
batiste	dimity	melange	sicilian
bedticking	denim	mercerize	silesia
bobbinet	doveskin	merino	singeing
buckram	etamine	milliner	skein
camelshair	fagoting	modiste	taffeta
cardigan	featherbone	mohair	tarlatan
cassimere	fibrilia	moire	textile
cassock	fichu	moirette	trousers
celluloid	Florentine	moleskin	tulle
challis	frieze	moreen	tweed
chambray	Gobelin	nainsook	upholstery
chamois	grenadine	negligee	valance
chenille	guipure	organdie	valentia
cheviot	haberdasher	pajamas	velours
chevron	henrietta	penang	whalebone
chinchilla	herringbone	percale	worsted
chintz	interlining	pinafore	zephyr

EIGHTIETH LESSON—Electrical

John Ruskin says: "Words as well as persons have an ancestry; and some words have in their veins the blood of lions. One of these words is *liberty*."

accumulator	countershaft	impedance	rectifier
alternating	demagnetize	incandescence	residual
amalgamation	depolarizer	inductance	resultant
ammeter	diffractive	induction coil	rheostat
ampere	dynamometer	inductivity	saturation
amperometer	dynamos	kilowatt	simplex
annular	electrode	kinetic	single-phase
anode	electrodynamic	luminescence	solenoid
anti-parallel	electrolier	luminometer	spherical
armature	electrolysis	Marconi	step-down
asbestos	electrometer	microphone	switchboard
bimetallic	electro-motive force (E.M.F.)	milliammeter	synchronous
Bunsen	electropolar	milliampere	tangential
calibration	electrostatic	millivoltmeter	thermo-electric
calorimeter	electro-therapeutics	multipolar	thermostat
candle-power	equalizer	non-arcing	torque
cathode	exciter	non-conductor	transformer
centrifugal	Faradic	ohmic	tungsten
coefficient	Faure	ohmmeter	vitrified
coherer	filament	reactance	voltage
commutator	five-phase system	permeance	volt-ampere
compensator	fuse blocks	platinum	watt
concentric	galvanic	polarity	wattmeter
conduit	gassing	polarization	Westinghouse
controller	gutta-percha	polyphase	X-ray

CHAPTER XVII

THE question for each man to settle is not what he would do if he had the means, time, influence and educational advantages; the question is what he will do with the things he has. The moment a young man ceases to dream or to bemoan his lack of opportunities and resolutely looks his conditions in the face, and resolves to change them, he lays the corner-stone of a solid and honorable success.—*Hamilton Wright Mabie.*

EIGHTY-FIRST LESSON—Furniture and Carpets

"Pedantry consists in the use of words unsuitable to the time, place and company."
—*Coleridge.*

adjustable	davenport	mattress	reversible
antique	decorated	mission	Rococo
Antwerp	divan	mohair	rustic
Axminster	elaborately	moquette	seasoned
bamboo	enamel	moldings	sectional
bird's-eye maple	escritoire	oriental	settee
brocatelle	excelsior	Ostermoor	sideboard
Brussels	fabrikoid	ottoman	Smyrna
buffet	Flemish	oxidized	spindles
burlap	flexible	panels	spiral
cane-seat	furniture	partition	suite
caster	hassock	pedestal	tabourette
cheval	helical springs	perambulator	tapestry
chiffonier	ingrain	pillars	upholstered
Chippendale	Japanese	plaited	velours
china-closet	jardiniere	polished	veneer
colonial	knock-down	princess	Vernis Martin
commode	lacquer	quarter-sawed	wardrobe
corduroy	linoleum	ratchet	warp
corrugated	locust	rattan	waterproof
Crex	lounge	reed-seat	weathered
cupboard	luster	refrigerator	willowware
curtain	malleable-iron	reinforced	Wilton
cushion	mantel	renovate	worsted
damask	matting	resilient	woven

EIGHTY-SECOND LESSON—Groceries

"The importunities and perplexities of business are softness and luxury compared with the incessant cravings of vacancy and the unsatisfactory expedients of idleness." —*Johnson.*

allspice	cinnamon	lentils	rhubarb
almond	citron	lettuce	Roquefort
ammonia	cocoa	Limburger	salad
apricot	cognac	macaroni	Santos
asparagus	cordials	macaroons	sardines
banana	corn starch	mackerel	sauerkraut
biscuit	creamery	malaga	sauternes
bluing	crystallized	mangoes	sorghum
bologna	culinary	mayonnaise	spaghetti
butterine	diabetic	Mocha	spinach
Camembert	evaporated	molasses	succotash
candied	farina	mullagatawny	syrup
cantaloupe	flavoring	mushrooms	tamarind
caramel	gelatin	mustard	tangerine
Castile	gherkin	noodles	tapioca
cauliflower	glucose	paprika	terrapin
caviar	grapefruit	peanut butter	tomatoes
cayenne	Guatemala	persimmon	vanilla
cereal	guava	phosphate	vegetables
Ceylon	haddies	pimientos	vermicelli
cheese	halibut	preserves	vinegar
champagne	horseradish	pretzels	walnut
chicory	imperial	radish	Yarmouth
chocolate	Java	raisins	yeast
chow-chow	kerosene	raspberries	Young Hyson

EIGHTY-THIRD LESSON—Lumber—Mill Work

"Our grand business is not to see what lies dimly in the distance, but to do what lies closely to hand."—*Carlyle.*

base-board	dressed	loblolly	sawed
beveled	drop-siding	lumber	seasoned
bevel slab	estimate	mahogany	second-class
birch	fencing	maple	shakes
bird's-eye	first-class	molding	shingles
blinds	flooring	mortise	ship-lap
bone-dry	framing	newel	siding
bridging	fretwork	nosing	sizing
carload	Georgia pine	ogee	slaps
cartage	girders	Oregon pine	sound
casing	grooved	panel	Southern pine
cedar	hand-rail	parquetry	spar
ceiling	hardwood	partition	specifications
cherry	hauling	peeled	tallied
chestnut	heart-face	planed	teakwood
clapboards	hemlock	plank	tenon
clear	hickory	plastering lath	timber
column	interior-finish	poles	tongued
crossgrained	jointed stock	poplar	transom
culls	joists	quarter-sawed	veneering
cypress	kiln-dry	rafters	walnut
diameter	knotted	red-oak	weather-strip
dimension [stuff	lattice	redwood	white-oak
double- [dressed	level	rosewood	white-pine
dovetail	lip-mold	sash	yellow-pine

EIGHTY-FOURTH LESSON—Publishing, Printing, Advertising

"A man should never be ashamed to own that he has been in the wrong, which is but saying in other words that he is wiser to-day than he was yesterday."—*Pope.*

advertiser	editorial	literature	printer
agate	8-point	lithograph	proof-reader
author	electrotype	lithotint	proof-sheet
binding	embossing	lower-case	quadrats
booklet	envelopes	magazine	quarter-page
bourgeois	etchings	make-ready	quarto
brevier	folding	manuscript	quoins
bristol-board	folio	margin	register
calendar	font	minion	reporter
carbon	foolscap	monotype	roan
caret	foreword	mucilage	stereotype
catalog	frontispiece	newspaper	stipple
Clarendon	furniture	nonpareil	style-book
composition	galley	novel	subscriber
compositor	galley-proof	octavo	three-color [process
contributor	half-tone	off-set	title-page
copy	head-line	page-proof	transpose
copyright	illustration	pamphlet	typefounder
cutting	insertion	paper-stock	typemetal
de luxe	italics	paragraph	typography
demy	journalist	parchment	upper-case
diphthong	justifying	photo-engrave	vellum
display	ligature	pica	vignette
edition	line-drawing	pressman	volume
editor	linotype	primer	zinc

EIGHTY-FIFTH LESSON—Machinery

"The more we do, the more we can do; the more busy we are, the more leisure we have."—*Hazlitt.*

adz	cotter	hematite	plunger
anneal	counterpoise	hexagon	proportional
annular	coupler	horse-power	reamer
anvil	crane	hydraulic	resilience
articulation	crucible	inertia	resinous
atmospheric	curvilinear	intermittent	riffler
axial	cycloidal	involute	riveter
axis	cylindrical	joggle	shank
ballistic	diameter	junk-ring	skew-gear
bascule	dimension	kinematics	spherical
blue-print	disk	kinetic	sprocket
braze	distributory	laminated	superheated
broach	eccentric	lever	swivel
burnisher	emery	linchpin	tenon-saw
bushing	equaling	longitudinal	tensile
calipers	equatorial	lubricity	torsion
case-harden	flexure	manometer	turbine
castellated	fulcrum	miter	vacuum
centrifugal	gasket	momentum	velocity
centripetal	gearing	multiplex	veneer-saw
chute	governor	nozzle	volute
circumference	graphite	orifice	whetstone
compressible	gravity	oscillating	winch
Corliss	gudgeon	pawl	wrench
corrugated	helical	piston	zinc

CHAPTER XVIII

LABOR is life! The still water faileth;
Idleness ever despaireth, bewalleth;
Keep the watch wound, for the dark rust assaileth;
Flowers droop and die in the stillness of noon.
Labor is glory! The flying cloud lightens;
Only the waving wing changes and brightens;
Idle hearts only the dark future frightens;
Play the sweet keys wouldst thou keep them in tune.

—*Francis Osgood.*

EIGHTY-SIXTH LESSON—Railroading

"The world is a great book of which they who never stir from home read only a page."—*Augustine.*

accommoda-[tion	construction	Jessop	siding
acetylene	Corliss	jib-crane	snow-plow
air-brake	coupler	knuckles	standard [gauge
angle-bars	developing	lap-welded	stay-bolt
arc-light	dining-car	liabilities	steel
auditor	dividends	liquefying	storage
baggage	double-track	locomotive	structural
Baldwin	draw-bar	lubricant	superintend-[ent
billets	Edison	machine shop	tariff
block-signal	encumbrance	Merchants' [Despatch	telegraph
boxcar	equipment	motive-power	terminal
brake-beam	flagman	motor	terminus
brakeman	foreman	negotiable	tie-plate
broad-gauge	forgings	piston	ties
caboose	gas-tank	pivoted	torpedo
cane-fabric	gang	preferred [stock	trackage
capacity	girder	pressure [gauge	traffic
casings	gondola car	refrigerator	train-master
channel	grading	reorganiza-[tion	transmission
collision	hydraulic	riveting	transporta-[tion
commuter	icing	round-house	tubular
compressor	ingot	schedule	turntable
concrete	insulated	seamless	vestibule
conductor	interurban	securities	viaduct
consolidated	jack-screw	semaphore	yards

EIGHTY-SEVENTH LESSON—Real Estate—Insurance

"A great war leaves the country with three armies—an army of rebels, an army of mourners, and an army of thieves."—*German Proverb.*

abstract	fireproof	mortgagee	sewer
adjuster	first-mortgage	non-resident	site
adjustment	foreclose	notary	situated
allotment	foundation	occupancy	solicitor
appurte-[nances	frontage	orchard	specifications
architect	gilt-edged	ordinance	subdivision
bench-land	grantee	parcel	sublease
beneficiary	grantor	partition	suburban
bonafide	guarantee	partnership	surrender
cancellation	highway	payable	survey
casualty	hydrant	personalty	syndicate
chattels	improvement	picturesque	taxes
concrete	incontestable	plat	tenant
conservator	indemnity	premium	terrace
convertible	interior	probate	timber-claim
conveyance	installment	purchaser	tontine
curb-stone	irrigation	quitclaim [deed	tornado
delinquent	itemize	quarter-[section	transaction
depreciate	landlord	real-estate	trespass
drainage	lavatory	realty	trust-deed
encumbrance	lease	receivership	trustee
estate	lien	reserve-fund	twenty-[payment
expiring	liquidate	reversionary	two-family
exposure	mantel	riparian	vacant
exterior	mortgage	semi-factory	warranty

EIGHTY-EIGHTH LESSON—Hardware

"The more business a man has to do, the more he is able to accomplish; for he learns to economize his time."—*Judge Hale.*

agate ware
andirons
asbestos
auger
Babbitt metal
balances
barbed wire
barometers
bevels
bevel square
biscuit cutters
bitstock
boring [machine
breastchains
breech-loading
broadax
butts
buttresses
caliber
calipers
canister
chafing-dish
chamfer
chandelier
chisels
clevises
colander
compasses
corrugated
countersinks
crosscut
currycombs
cutlery
Damascus
disks
doubletree
emery
enameled
escutcheons
extinguishers
felly (or) felloe
ferrules
galvanized
gauges
gimlets
glaziers' [points
goggles
gridiron
hames
hameclips
harrow teeth
hedge-shears
hinges
holsters
horizontal
implement
japanned
laminated
latches
malleable
manicure
Manila paper
mattock
mauls
miter-squares
mortises
nickel-plated
nipple
octagon
percussion
perforated
pincers
primers
protractors
pulleys
pumice
rabbet-planes
reamers
rebounding
refrigerators
reloaders
retinned
scabbards
scythe
seines
sieve
solder
steelyards
studs
swages
swivels
tarpaulins
trammel [points
tripods
trowels
tubing
tureens
tweezers
whiffletree
Yankee calipers

EIGHTY-NINTH LESSON—Mining

"Work is only done well when it is done with a will."—*Ruskin.*

agate	bullion	fissure	manganese
affinity	cache	flume	matrix
aggregated	calcareous	flux	mercury
alloy	calcite	forfeiture	metallurgy
alluvium	cannel coal	fossil	mineralogy
amalgam	canon (can-yun)	galena	nodule
ampelite	carbonate	galvanize	nugget
andesite	carboniferous	garnet	onyx
anglesite	cinnabar	glacial	oxide
anthracite	clean-up	glacier	placer
antimony	cleavage	grubstake	porphyry
archimedean	cobalt	gulch	precipitate
assaying	concrete	gypsum	pyrites
assessment	conduit	hematite	quartz
attrition	corundum	hydraulic	quartzite
auriferous	crevice	igneous	ravine
azurite	crosscut	indurated	refractory
basalt	crucible	iridium	riffles
base-metal	cyanide	jasper	silica
bismuth	debris	jigger	sluice
bitumen	diggings	kaolin	stope
blende	disintegrated	lava	superficial
bonanza	erosion	lignite	tailings
boulders	fault	litharge	triturate
brazing	feldspar	malachite	vitreous

NINETIETH LESSON—Agriculture

"The chains of habit are generally too small to be felt till they are too strong to be broken."—*Johnson.*

agriculture
agronomy
alfalfa
alluvial
asparagus
berries
buckwheat
canals
cattle
celery
check-reins
clayey
clover
contract
cornstalk
cotton gin
cranberry
cultivator
currants
dairy
derrick
ditches
drainage
dry farm
Durham
fallow
farm hands
fencing
fertilizer
fleece
fodder
forest reserve
ginning
gooseberry
grading
grafting
granary
grazing
grinder
hard wheat
harness
harrow
hayrake
hayrick
hedge
herder
Hereford
homestead
horticulture
incubator
irrigation
Jersey
lateral
leveling
loamy
lucern
market
marshy
meadow
miller
motor-plow
onion
orchard
packing
pasture
phosphate
planter
plateau
plowshare
poultry
prairie
productive
raspberry
reaper
rocky
seepage
separator
shearing
sheaves
slaughter
sowing
spading
spinach
spraying
sterile
stubble
stumpy
sugarbeets
surcingle
tenant
thresher
timothy
traction
tugs
valley
vehicle
wagon
water-right
windmill
wool

SUPPLEMENTARY EXERCISE ON WORDS DIFFICULT TO PRONOUNCE

This short story, from the *Detroit Free Press*, contains most of the common words ordinarily mispronounced by even educated people. It affords a valuable drill in both spelling and pronunciation. It is suggested that a list of the words be prepared by the student, and the correct pronunciation, obtained from the dictionary. An oral test may then be given on pronunciation, followed by a written test in spelling.

GEOFFREY

Geoffrey, surnamed Winthrop, sat in the depot at Chicago, waiting for his train and reading the *Tribune*, when a squadron of street Arabs (incomparable for squalor) thronged from a neighboring alley, uttering hideous cries, accompanied by inimitable gestures of heinous exultation, as they tortured a humble black and tan dog.

"You little blackguards!" cried Winthrop, stepping outside and confronting them, adding the inquiry, "Whose dog is that?"

"That audacious Caucasian has the bravado to interfere with our clique," tauntingly shrieked the indisputable little ruffian, exhibiting combativeness.

"What will you take for him?" asked the lenient Geoffrey, ignoring the venial tirade.

"Twenty-seven cents," piquantly answered the ribald urchin, grabbing the crouching dog by the nape.

"You can buy licorice and share with the indecorous coadjutors of your condemnable cruelty," said Winthrop, paying the price and taking the dog from the child. Then, catching up his valise and umbrella, he hastened to his train. Winthrop satisfied himself that his sleek protégé was not wounded, and then cleaned the cement from the pretty collar and read these words:

"Leicester. Licensed, No. 1880."

Hearing the pronunciation of his name, the docile canine expressed gratitude and pleasure, and then sank exhausted at his new patron's feet and slept.

Among the passengers was a magazine contributor, writing vagaries of Indian literature, also two physicians, a somber, irrevocable, irrefragable allopathist, and a genial homeopathist, who made a specialty of bronchitis. Two peremptory attorneys from the legislature of Iowa were discussing the politics of the epoch and the details of national finance, while a wan, dolorous person wearing con-

cave glasses alternately ate trochees and almonds for a sedative, and sought condolence in a high, lamentable treble from a lethargic and somewhat deaf and enervate comrade not yet acclimated. Near three exemplary brethren (probably sinecurists) sat a group of humorous youths, and a jocose sailor (lately from Asia) in a blouse waist and tarpaulin hat, was amusing his patriotic juvenile listeners by relating a series of the most extraordinary legends extant, suggested by the contents of the knapsack, which he was calmly and leisurely arranging in a pyramidal form on a three-legged stool. Above swung figured placards with museum and lyceum advertisements, too verbose to be misconstrued.

A mature matron of medium height and her comely daughter soon entered the car and took seats in front of Winthrop (who recalled having seen them one Tuesday in February in the parquet of a theater). The young lady had recently made her début into society at a musical soirée at her aunt's. She had an exquisite bouquet of flowers that exhaled sweet perfume. She said to her parent: "Mamma, shall we ever find my lost Leicester?"

Geoffrey immediately addressed her, saying as he presented his card:

"Pardon my apparent intrusiveness; but prithee, have you lost a pet dog?"

The explanation that he had been stolen was scarcely necessary, for Leicester, just awakening, vehemently expressed his inexplicable joy by buoyantly vibrating between the two like the sounding lever used in telegraphy (for to neither of them would he show partiality), till, succumbing to ennui, he purported to take a recess, and sat on his haunches, complaisantly contemplating his friends. It was truly an interesting picture.

They reached their destination ere the sun was beneath the horizon. Often during the summer Winthrop gallantly rowed from the quay with the naïve and blithe Beatrice in her jaunty yachting suit, but no coquetry shone from the depths of her azure eyes. Little Less, their jocund confidant and courier (who was as sagacious as a spaniel), always attended them on these occasions, and whene'er they rambled through the woodland paths. While the band played strains from Beethoven, Mendelssohn, Bach, and others, they promenaded the long corridors of the hotel. And one evening, as Beatrice lighted the gas by the étagerè in her charming boudoir in their suite of rooms, there glistened brilliantly a valuable solitaire diamond on her finger.

Let us look into the future for the sequel to perfect this romance, and around a cheerful hearth we see again Geoffrey and Beatrice, who are paying due homage to their tiny friend Leicester.

INDEX

PAGE

Abbreviations of Names of States 134
Advertising, Words used in 151
Agriculture, Words used in 158
Antonyms 83, 84, 85
Architecture, Words used in 142
Automobile Business, Words used in 143
Bicycle Business, Words used in 143
Building Trades, Words used in 142
Business, Words used in 100, 102, 104, 106, 110, 112, 114, 116
Carpet Business, Words used in 148
Chapter Pages 7, 17, 27, 37, 47, 57, 67, 77, 83, 89, 99, 109, 119, 129, 135, 141, 147, 153
Cities of the United States 137
Cities, Names of—difficult to spell 138, 139
Commercial Abbreviations 140
Commercial Terms 120, 122, 124, 126
Derivative Words 40
Discriminated Words 68, 70, 72, 74
Dry Goods Business, Words used in 145
E before I 28
Electrical Industry, Words used in 146
English Suffixes 45
French Suffixes 45
French Words 130
Furniture Business, Words used in 148
Gas Engine Manufacture, Words used in 143
"Geoffrey," a story 159, 160
Greek Suffixes 45
Grocery Business, Words used in 149
Guide to Pronunciation 5
Hardware Business, Words used in 156
Homophonous Words 48, 50, 52, 54, 58, 60, 62, 64
Hyphen, When used 131, 132
Hyphen, When *not* used 133
I before E 28
Insurance Business, Words used in 155
Largest Cities in the World, Names of 138, 139
Latin Words and Phrases 130
Latin Prefixes 43
Latin Suffixes 44
Law, Words used in 90, 92, 94, 96
Lumber Business, Words used in 150
Machinery Manufacture, Words used in 152
Mill Work, Words used in 150

INDEX

PAGE

Mining, Words used in 157
Names and Abbreviations of States 134
Names of Cities Difficult to Spell 137
Plural Forms 79, 80, 81
Possessive Forms 78
Prefixes, English 42
Prefixes, Greek 42
Prefixes, Latin 43
Printing Business, Words used in 151
Publishing Business, Words used in 151
Railroad Business, Words used in 154
Real Estate Business, Words used in 155
Review and General Exercises 16, 26, 36, 46, 56, 66, 76, 82, 88, 98, 108, 118, 128
Rules for spelling 6, 34, 38, 40
S having the sound of Z 30
Short words commonly misspelled 4, 8, 10, 11, 12, 13, 14, 15, 18, 19
States, Abbreviations for names of 134
Suffixes defined 22, 24, 32
Suffixes, English 45
Suffixes, French 45
Suffixes, Greek 45
Suffixes, Latin 44
Textile Industry, Words used in 145
Words having long I in the last syllable 20, 21
Words of Opposite Meaning 83, 84, 85
Words Often Mispronounced 86, 87, 88, 159, 160
Words used in Agriculture 158
" " " Architecture and Building Trades 142
" " " Automobile, Bicycle and Gas Engine Manufacture 143
" " " Business 100, 102, 104, 106, 110, 112, 114, 116
" " " Civil Engineering 144
" " " Dry Goods 145
" " " Electrical Work 146
" " " Furniture and Carpet Business 148
" " " Grocery Business 149
" " " Hardware Business 156
" " " Insurance Business 155
" " " Law 90, 92, 94, 96
" " " Lumber and Mill Work Industry 150
" " " Machinery Manufacture 152
" " " Mining Industry 157
" " " Printing, Publishing, Advertising 151
" " " Railroad Business 154
" " " Real Estate Business 155

YB 36581

541960

UNIVERSITY OF CALIFORNIA LIBRARY